ILLINOIS HISTORICAL SURVEY

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NATIONAL
PRESERVATION
NEWS

No. 1 July 1985

A Newsletter of the National Preservation Program Office — *The Library of Congress*

National Preservation Program Office

The National Preservation Program Office (NPPO) at the Library of Congress (LC) is now fully staffed and intensifying its efforts to provide information and assistance to the library community. The concept of an office in the Library to disseminate information about the Library's own preservation program and to contribute to a nationwide preservation effort grew out of a planning conference for a national preservation program held at the Library in December 1976.

The Library of Congress has a long history of preservation activity that has influenced nationwide preservation program development. The Library's collection of master microform negatives is the largest in the world, preserving a substantial number of deteriorated titles. Staff of the Photoduplication Service and the Preservation Microfilming Office have consistently shared their expertise and experience, playing key roles in the development of the technical standards and guidelines that govern preservation microfilming. The continuing evolution of bibliographic tools such as the *National Register of Microform Masters* and *Newspapers in Microform* have improved access to information about the existence of preservation masters nationwide.

When the Library consolidated preservation activities in 1967 and created the Preservation Office, it became a model for organizing a librarywide preservation program, designating separate offices to deal with routine binding, rare objects conservation, preservation microfilming, and scientific research. The development of sophisticated conservation procedures in the Conservation Office has greatly benefited other libraries and introduced important concepts for conserving large collections of materials with artifactual value. The Research and Testing Office plays a critical internal as well as external role, conducting basic research, initiating quality control programs, and developing

Staff of the National Preservation Program Office (from left) Merrily Smith, national preservation program specialist, Peter Sparks, director for Preservation and National Preservation Program Officer, Carolyn Morrow, national preservation program specialist, Joan Georges, secretary, and Carole Zimmermann, Preservation Office librarian.

specifications that benefit the rest of the library field. Perhaps most importantly, the Library has engaged in landmark research and development to explore technological solutions to the preservation challenge—notably in the areas of gaseous mass deacidification and optical digital disk storage.

A National Preservation Program Office within the Preservation Office enhances the Library's role in encouraging regional and national preservation efforts. Major NPPO program activities include:

Preservation Reference Service

Staff of NPPO coordinate responses to a myriad of inquiries relating to preservation and conservation. Requests for information and assistance vary from basic questions from the general public to specific inquiries from other libraries, and from colleagues in the preservation field.

Audio-Visual Loan Program

Selected A-V resources on preservation topics that have been developed by LC and other libraries are loaned free of charge to institutions and individuals. These materials are used primarily as teaching aids and to assist in staff training activities.

Pamela W. Darling concludes three years as a special consultant to the National Preservation Program Office at a tea given in her honor by William J. Welsh, Deputy Librarian of Congress.

Publications Program

The Library makes information on preservation available on a formal basis through the *Preservation Leaflet Series* and monographs such as *Bookbinding and the Conservation of Books: A Dictionary of Descriptive Terminology*. NPPO's newsletter, *National Preservation News* (beginning with this issue) highlights news of cooperative preservation projects and reports on preservation activities at LC.

Workshop, Seminar, and Lecture Program

An active continuing education and conference program involving LC staff is coordinated through NPPO.

Professional Committees

NPPO staff serve as liaisons to professional groups such as the Association of Research Libraries, the Council on Library Resources, the American Library Association, the National Institute for Conservation, the Research Libraries Group (RLG),

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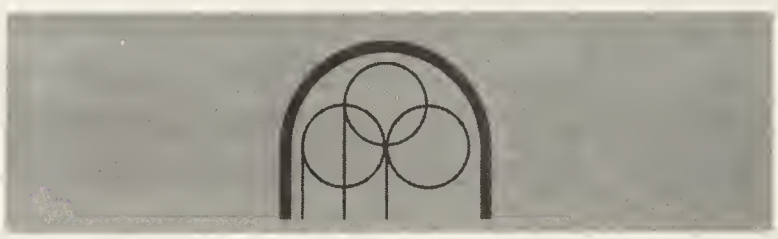

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

The Library of Congress
National Preservation Program Office
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and the International Federation of Library Associations and Institutions. This interaction strengthens the role of the Library in national planning for preservation.

Cooperative Preservation Microfilming

Large-scale preservation microfilming activities at LC are an important contribution to an emerging national preservation program. The coordination of these activities with other libraries and organizations (notably LC's involvement in the U.S. Newspaper Program and the RLG Cooperative Preservation Microfilming Project) reflects a continuing commitment to capture and reformat deteriorated materials in order to save their intellectual content.

Intern Education Program

Advanced training through formal internships in LC's Preservation Office is available on a competitive basis in the fields of conservation, conservation science, and preservation administration.

Because LC's own programs to preserve its collections are a model for other libraries, dissemination of current information on evolving technology, policies, and procedures is important to the growth of the preservation field. The designation of full-time staff devoted to these and other outreach activities is enhancing LC's contribution to the emerging national preservation program.

International Conference on Preservation Planned for April 1986

The Conference of Directors of National Libraries (CDNL), in cooperation with the International Federation of Library Associations and Institutions (IFLA) and the United Nations Educational, Scientific, and Cultural organization (UNESCO), is planning a conference on preservation that will take place in Vienna, Austria, April 7–10, 1986. Approximately one hundred directors of national libraries, and experts responsible for preservation will be attending the conference on an invitational basis.

A conference to emphasize for library leaders the worldwide importance of preserving library materials was first proposed in July 1983 by Sir Harry Hookway, Chief Executive of the British Library and then Chairman of CDNL; Dr. Gunther Pflug, General Director, Deutsche Bibliothek, Frankfurt; and Dr. Josef Zessner-Spitzenberg, Director General of the National Library of Austria (deceased). An official invitation to hold such a conference was issued by the National Library of Austria, and in August 1984 a steering committee composed of representatives from eight countries and chaired by William J. Welsh, Deputy Librarian of Congress and Chairman of CDNL, was appointed to plan the conference.

As planning progressed, five objectives emerged on which the conference program is based. These are: (1) to review the preservation challenges facing the libraries of the world today; (2) to describe the nature and scope of library preservation activities in the world today; (3) to provide practical preservation information on a variety of topics; (4) to convey a general body of knowledge that will serve as the foundation for future discussions and exchange of information on library preservation; and (5) to introduce a new IFLA core program on preservation. To meet these objectives, a three and one-half day conference has been designed that will consist of plenary sessions on the first and third days, and concurrent sessions on the second day.

Presentations in the plenary sessions will focus on three areas: preservation policy worldwide, cooperation in preservation, and emerging technologies in library preservation. Policy issues such as collection development and preservation, planning for preservation, preservation in original format, and format conversion will be discussed in the first segment. Also to be discussed are disaster planning, international standards for microforms, and international bibliographic control of microforms. In the second seg-

ment topics include a discussion of the need for cooperation, examples of cooperative preservation activities in various countries, and the organization and role of national preservation programs. Of major importance in this segment will be a description of a core program for preservation and conservation that IFLA is in the process of launching on an international scale. The third segment will consider the importance of technology for solving the challenges of library preservation, and, through a panel discussion, will outline and explore new technologies such as mass deacidification, strengthening of brittle paper, and the application of optical disk technology to library preservation.

The concurrent sessions are oriented toward specific subjects such as environmental control and monitoring; storage and handling of books, photographs, and audio-visual materials; the conservation treatment of rare books and newspapers; and sources of funding for preservation.

Much interest in this conference has been expressed by the directors of national libraries and it is anticipated that participants and speakers alike will find it both provocative and stimulating.

[*Merrily A. Smith*]

NEH Announces Office of Preservation

The National Endowment for the Humanities has created a new Office of Preservation to provide support for a sustained attack on the problem of deteriorating humanities resources. The Office will expand upon the preservation component of the Research Resources Program, which has funded cooperative and problem-solving projects in preservation since 1979. Funding for the new Office (which includes the U.S. Newspaper Program) has been requested at $5 million for FY 1986.

The Office will emphasize cooperative projects, projects that preserve significant and endangered documentation recorded on a variety of media, and research and development deemed vital for the preservation field. An individual institution, or group of cooperating institutions, can seek support to develop a long-term capacity to address preservation needs. The Office will encourage projects set in a national framework and those that build upon collaborative efforts to identify and preserve materials of permanent research value.

Two proposal submission deadlines of June 1 and December 1 have been established. Institutions interested in submitting a proposal should plan to discuss their project with NEH staff early on in the development of a proposal. Harold Cannon, Director; Jeffrey Field, Assistant Director; Marcella Grendler and Steven Mansbach, Program Officers; Office of Preservation, National Endowment for the Humanities, Room 802, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. (202) 786-0570.

FY 1985 Awards Announced

At a news briefing held March 27 at NEH headquarters in the Old Post Office Building, Acting Chairman John Agresto announced four FY 1985 awards in preservation under the Research Resources Program. Awards will go to the University of Delaware for bibliographic control of Delaware newspapers under the U.S. Newspaper Program; to the Research Libraries Group, Inc., to support the second phase of the Cooperative Preservation Microfilming Project; and to the University of California at Berkeley to train preservation administrators at four UC campuses. A fourth NEH award in preservation will go to the Northeast Document Conservation Center to sponsor a working conference on cooperative preservation programs—to explore sharing of resources and to consider building cooperative links.

New York State Funds Preservation Activities

In July 1984, New York State became the first to adopt legislation authorizing

state funding for preservation. Part of a comprehensive library legislation package, Education Law 273.7 provides for annual grants, initially established at a level of $90,000, to each of eleven designated "comprehensive research libraries" in the state for a program of preservation and conservation of library research materials. An additional sum (initially $200,000) will support preservation projects in other libraries and agencies. The law also provides for a coordinating office and an advisory council.

From the start of the legislative process, the program has had the enthusiastic support of Deputy Commissioner for Cultural Education Carole F. Huxley, Assistant Commissioner for Libraries Joseph F. Shubert, State Library Director Peter Paulson, and many members of the library community whose testimony played an important role in the passage of the law. The administration of the program, like that of many other statewide library programs, is the responsibility of the Division of Library Development of the State Library, which prepared the implementing regulations and handles application procedures.

Director of Library Development Roberta Cade and veteran associate Dorothy Smith have assumed interim responsibility for the new program; the office will be staffed by a preservation administrator and an assistant. Until the administrator position is filled, preservation consultant Pamela W. Darling will be working with the program on a part-time basis.

Funds awarded to the eleven research libraries for the second half of 1984 were expended on a variety of physical treatment and microfilming activities, as well as on the preparation of the individual five-year comprehensive plans required by the new law. Several of the libraries which did not already have preservation administrators have created such positions, and others may follow. The eleven libraries are those of: Columbia University, Cornell University, New York State, New York University, the University of Rochester, Syracuse University, the Research Libraries of the New York Public Library, and the four State University centers at Albany, Binghamton, Buffalo, and Stony Brook.

The first awards to other libraries and agencies for the preservation of "unique library research materials" will be made in early summer.

Basic goals of the program include: enhancing the technical quality of preservation activities in the state, increasing the volume of such work, building awareness of preservation needs in all institutions, and promoting appropriate cooperative efforts within the state in coordination with other regional and national programs. *For additional information, write:* Conservation and Preservation Program, New York State Library, Division of Library Development, 10C50 Cultural Education Center, Albany, NY 12230.

ARL Issues Preservation Guidelines

At its fall 1984 meeting, the membership of the Association of Research Libraries (ARL) adopted "Guidelines for Minimum Preservation Effort in ARL Libraries" as a step in achieving the third principal objective in its 1983 five-year plan: "To increase the number of member libraries engaged in programs to preserve their collections." The guidelines cover five aspects which constitute a good base of minimum effort: (1) developing a local program statement; (2) compiling comparable statistics to document preservation activity; (3) coordinating activities with other institutions, especially in the area of preservation filming; (4) providing appropriate environmental conditions; and (5) allocating at least 10 percent of the current materials budget, or 4 percent of the overall budget to preservation activities. Copies have been distributed to all ARL members and are available to others on request from the ARL office, 1527 New Hampshire Avenue, N.W., Washington, D.C. 20036.

British Library Develops Sister National Preservation Office

The British Library has established a National Preservation Office to promote conservation of library collections throughout the UK. The office is located within the library's Preservation Service and is staffed and financed by the library. An independent advisory committee of experts, chaired by Cambridge University Librarian Dr. F. W. Ratcliffe, will also support the work of the office.

The creation of the office is in direct response to a 1984 British Library Research and Development Department report by Dr. Ratcliffe, which described preservation policies and practices in more than three hundred libraries in the UK.[1] Dr. Ratcliffe discovered inadequate preservation expertise, training facilities, and funding nationwide, and a lack of coordination between institutions. His report also recognized the important contribution being made by the British Library, whose initiative in making preservation a priority has helped bring the precarious state of the nation's literary heritage to wider recognition.

The National Preservation Office will concentrate on promoting awareness of pressing preservation problems, providing information and referral services, investigating and encouraging debate on important national issues in preservation, and encouraging cooperative initiatives. For more information write Jane Carr, National Preservation Officer, The British Library Reference Division, Great Russell Street, London WC1B 3DG, England.

U.S. Newspaper Program Approaches Preservation Stage

The United States Newspaper Program (USNP) of the National Endowment for the Humanities (NEH) is entering the preservation stage. Conceived as a national program by NEH, the American Council of Learned Societies (ACLS), the Organization of American Historians (OAH), and the Council on Library Resources (CLR), the USNP will eventually create a national data base providing bibliographic access to the approximately 300,000 titles that have appeared at one time or another since newspaper publishing began in North America in 1693.[2]

To date the program has concentrated on encouraging states and U.S. territories to develop projects to survey, catalog, and input newspaper holdings into OCLC using the Conversion of Serials (CONSER) network, an international data base of bibliographic information about serials publications made available through the MARC Distribution Service. Access through OCLC makes available some 5,700 terminals in 3,000 libraries, archives, and historical repositories in North America. Existence of the USNP data base will significantly improve access to the wealth of primary research material collectively embodied in the nation's newspapers.

The USNP is administered through a cooperative arrangement between NEH and the Library of Congress. NEH provides funding and monitors state projects, while LC manages the technical components of the program, including the development of technical standards and procedures, training for participants, and quality control.

In 1982, seven designated "national repositories" with extensive newspaper collections began entering records to create a core data base of approximately 35,000 titles. The repositories included the Library of Congress, the American Antiquarian Society, Western Reserve Historical Society, the Center for Research

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[1] Preservation Policies and Conservation in British Libraries: Report of the Cambridge University Project. *Library and Information Report 25, 1984. 146 p. Availiable from the Publications Sale Unit, The British Library Lending Division, Boston Spa, West Yorkshire, LS23 7BQ.*

[2] *For background on the USNP see Phil Schieber, "U.S. Newspaper Program—An Extra for Scholars."* Research Libraries in OCLC: A Quarterly, *No. 11 (July 1983); and Donald F. Wisdom, "Newspaper Program Developments,"* Library of Congress Information Bulletin *42, 21 (May 23, 1983).*

Libraries, the New-York Historical Society, and the state historical societies of Kansas and Wisconsin. To establish standards for the project, the *Newspaper Cataloging Manual* was prepared by Elaine Woods under the direction of Donald F. Wisdom, Chief of the Serial and Government Publications Division at LC. A 1984 edition by Robert Harriman of LC's Serial Record Division incorporated changes and additions suggested by the seven national repositories as well as rule changes and interpretations issued since the earlier edition.

Since October 1983, grants have been awarded to fifteen states and one territory to conduct projects in the planning and bibliographic control phases of USNP. Planning grants are awarded for development of a comprehensive statewide plan. Following completion of the planning stage, grants to survey, catalog, and enter bibliographic records into the data base and produce archival microfilm of selected titles can be awarded for a combination of outright funds and matching monies. It is anticipated that several states will begin implementation of a preservation microfilming phase in the next two years.

Guidelines for the U.S. Newspaper Project and additional information on the preservation stage are available from the Office of Preservation, National Endowment for the Humanities, Room 802, 1100 Pennsylvania Avenue, N.W., Washington, D.C. (202) 786-0570.

SOLINET Launches Preservation Program

The Southeastern Library Network (SOLINET) is developing a regional preservation program to provide its membership with preservation information, training, and consultation. The focus of SOLINET's program will be to help individual repositories develop and strengthen local preservation programs and to facilitate coordinated preservation efforts among repositories in the Southeast.

The SOLINET program builds upon models for regional activity established by the Northeast Document Conservation Center in Andover, Massachusetts, and the Midwest Cooperative Conservation Program at Southern Illinois University. SOLINET's preservation program will also benefit directly from the established mechanism for cooperation represented by the network's programs for resource sharing. On May 1 SOLINET conducted its first preservation workshop, "Commercial Library Binding: The Librarian's Perspective." Led by Jan Merrill-Oldham of the University of Connecticut Libraries, the workshop was designed to enhance participants' understanding of the preservation and conservation implications of library binding and to impart practical information concerning selection for binding, evaluation of the binding product, and the library's responsibility for binding specifications. A second workshop on disaster preparedness and recovery is in the planning stages.

SOLINET's Preservation Program is supported in part by a grant from the National Endowment for the Humanities. For more information on services contact Lisa Fox, Preservation Officer, SOLINET, Plaza Level, 400 Colony Square, 1201 Peach Tree Street, N.E., Atlanta, GA 30361. (404) 892-0943.

Status of *NRMM*

In 1965, the Library of Congress began annual publication of the *National Register of Microform Masters (NRMM)*. This publication has served as a crucial source of information on the existence of microform master negatives, helping to reduce the possibility of expensive duplicate filming.

As a publication called the *National Register of Microform Masters, NRMM* ceased publication with the 1983 volume. However, Processing Services at the

Library of Congress is continuing to publish bibliographic and location information about microform masters through two alternative mechanisms. Information about microform masters for monographs is now being included in the *National Union Catalog Books* (and *National Union Catalog U.S. Books* for U.S. imprints). For serial publications, data on microform masters is now being included in *New Serial Titles*. Libraries producing microform masters are encouraged to continue reporting their holdings for subsequent inclusion in these publications.

Both *NUC* and *NST* are computer-produced union catalogs. Producing these catalogs from MARC records allows for the capability to manipulate and reformat the information more easily than was possible under manual operations. Should future developments indicate a demand for resuming a separate union catalog for microforms (or for microform masters), this will be considered by Processing Services in its ongoing plans for expanding or enhancing its automated union catalog publication programs. Any queries should be addressed to Mary Price, Director for Bibliographic Products and Services, Processing Services, The Library of Congress, Washington, D.C. 20540.

In the Preservation Office . . .

Survey of Book Condition at the Library of Congress

In early 1984, the Library's Preservation Office undertook a careful statistical study of its General and Law collections to determine what portion of the collection could benefit from mass deacidification. The results of the survey were used to help justify a bill to Congress to authorize construction of a book deacidification facility for the Library and to demonstrate the urgency and magnitude of the paper deterioration problem.

To insure a statistically accurate sample, the Library contracted with King Research, Inc., of Rockville, Maryland, to design a survey methodology and assist in analyzing data. The population to be surveyed included all paper volumes belonging to the permanent classified collection of LC and all bound volumes designated as "Law." Local collections, such as reference, and all rare book collections were excluded from the survey.

A sample size of 1,200 volumes was chosen for the survey because this number could be processed efficiently by Preservation Office staff and would yield a confidence level of 95 percent plus or minus 2.5 percent. Detailed floor plans indicating the locations of each upright section of bookshelves were used to further define the sampling methodology. For each upright sampled, three items were chosen for examination by multiplying the total number of volumes in the upright by three random numbers.

The survey sample was collected by Collections Management Division staff trained by King Research. The methodology called for a series of ten interpenetrating replicate subsamples which were used to control the flow of items for testing and to permit the compilation of preliminary results—useful because of the urgent time frame created by Congressional hearings on the mass deacidification facility.

As the sample was collected, each book was examined by Binding Office personnel who noted the condition of the binding, the call number, and the imprint date and removed a half-inch strip of paper from the outside margin of a page selected by multiplying the total number of pages in the book by a random number. In the Preservation Research and Testing Office, the strips were subjected to an MIT folding endurance test. A slight modification of the standard MIT test was necessary due to the small amount of sample available and the nature of the paper being tested. Paper samples were also tested in the Conservation Office for acidity using narrow range color indicator pH strips, and for lignin content using phloroglucinol solution, which turns magenta in the presence of

groundwood fiber.

In addition to the central question of "What percentage of LC's 13 million books in the General and Law collections could benefit from deacidification?," the survey was used to answer other questions concerning book condition. For example, the test for folding endurance showed not only what percentage of books were too brittle to benefit from deacidification, but also the range of paper strength in the collection. As time

Variation in the strength of book paper in the General and Law Collections of the Library of Congress.

goes on, a larger and larger percentage of books will become embrittled, requiring transfer to a secondary preservation format such as microfilm.

The survey results very clearly showed that large portions of the collections of the Library of Congress would benefit from mass deacidification. These results will allow the Library to plan in a systematic way to address the problem of adding materials to the collections that are destined to deteriorate because of the acid content of their paper. P.L. 98-396 approved August 22, 1984, appropriated $11.5 million to construct the Library of Congress Mass Deacidification Facility. Construction will begin in early 1986 and it is expected that the facility will be ready for operation in late 1987.

Optical Disk Update

The Library of Congress Optical Disk Pilot Program is now in its third year. Its goal is to evaluate fully the use of optical laser disk technology as a preservation and access medium for a wide variety of print and image based materials.[3] Two different types of optical technology are being tested throughout the course of the program: analog, color videodisc storage and retrieval for non-print materials (prints, photographs, and motion pictures), and optical digital disk storage in black and white of print materials (periodicals, manuscripts, maps, and law material). A wide range of material has been selected for the pilot program in order to examine the effectiveness of these technologies for a variety of formats used by libraries.

After a period of high level planning in late 1982 by committees established by William J. Welsh, the Deputy Librarian of Congress, the SONY Corporation was contracted to develop the analog system using off-the-shelf technology. Meanwhile, Integrated Automation was contracted to design and build a digital system to Library specifications in what has become a major research and development effort. Throughout 1983, Library staff from a number of divisions designed procedures for testing and actual operation of the systems, assembled material, and monitored both contracts.

In June 1984 the *analog* system was first made available to the public with the installation of a player and monitor in the Prints and Photographs Reading Room. In December 1984 a similar videodisc user station was installed in the Motion Picture, Broadcasting and Recorded Sound Reading Room.

Throughout 1984, components of the *digital* system were shipped to the Library, installed, and thereafter intensively tested. All equipment and software from Integrated Automation was conditionally accepted in November 1984 and in January 1985 the Operations Phase of the digital project began. Production-type

[3] *For further information see Joseph Price, "The Optical Disk Pilot Program at the Library of Congress."* Videodisc and Optical Disk *4,6 (November-December 1984): 424-32 and Carl Fleischhauer, "Research Access and Use: The Key Facet of the Nonprint Optical Disk Experiment."* Library of Congress Information Bulletin *42, 44 (October 31, 1983): 374-76.*

Optical disk operations staff member Mark Hauver reviewing images immediately after scanning.

scanning will continue through 1985 and into 1986 to build a data base large enough to permit meaningful testing of the system. High resolution display terminals have been installed in four public reading rooms for further retrieval testing of the digital system by LC reference staff. Both the analog and digital systems are providing enhanced service to users via their machine searching capabilities and through electronic document delivery in the digital system.

Given the differences between analog and digital technologies, the print and the non-print part of the Optical Disk Pilot Program are usually discussed separately. However, there are important overlapping issues such as preservation, copyright, and standards. Both technologies clearly have implications for preservation. Optical disks are not only extremely dense storage media, but since they are read by laser, there is no physical contact with the disks and degradation through use does not occur. Furthermore, the accuracy of the digital information can be monitored over time and transferred to a new disk before it is lost. Although analog videodiscs are being developed primarily as reference and access tools, the storage of images on disc directly contributes to their preservation; the need to handle often unwieldy and fragile non-print materials is greatly reduced because the discs themselves can be easily browsed by researchers.

The implications of optical disk technology for the publishing community is being explored by an advisory committee composed of distinguished librarians and publishing executives. The committee is examining such issues as access, copyright, and royalties and will develop a set of guidelines for the Library to consider.

Another important aspect of the Optical Disk Pilot Pogram is the active involvement of LC in the development of standards. The standards project focuses on the identification, evaluation, and documentation of all standards adopted by the program. This component of the project will facilitate future information interchange on optical media, nationally and internationally.

[**Editor's note:** Future issues of *National Preservation News* will elaborate on specific aspects of this large and complex program.]

Preservation Calendar

July 5–12

International Federation of Library Associations and Institutions, 51st Council and General Conference, Chicago, Illinois. "Libraries and the Universal Availability of Information" is the theme for the 1985 conference. The program "Science and Technology in the Service of Library Preservation" will be presented on Tuesday, August 20. Additional preservation topics will be addressed in a session on August 21. Write Robert P.

Doyle, IFLA '85 Coordinator, 50 East Huron Street, Chicago, IL 60611.

August 26–30

"Library Preservation: Fundamental Techniques," Stanford, California. This final conference in a four-part series of conferences cosponsored by the Resources and Technical Services Division of ALA and the National Preservation Program Office of the Library of Congress, will fill a critical need for training library staff in sound methods of repair and basic conservation. The five-day conference is the first of its kind to offer hands-on training. Without access to proper training, libraries cannot hope to make the transition from destructive or ineffective practices to conservationally sound practices. In addition to seven hands-on sessions covering techniques such as book repair and protective enclosure, three sessions will focus on managerial aspects of conservation and five papers will be presented on general topics such as commercial library binding and paper deterioration. Ten experienced instructors will present the conference including nationally known conservators and preservation administrators. Conference registration is $205 for ALA/RTSD personal members. Inexpensive dormitory housing with meals included has been arranged for participants. Contact ALA, Resources and Technical Services Division, 50 East Huron Street, Chicago, IL 60611. (312) 944-6780

August 25–28

Society of Photographic Scientists and Engineers, 2nd International Symposium, "The Stability and Preservation of Photographic Images," at the Public Archives of Canada in Ottawa. Write SPSE, 7003 Kilworth Lane, Springfield, VA 22151.

Publications

***American National Standard for Information Sciences—Permanence of Paper for Printed Library Materials, ANSI Z39.48—1984*. New York: American National Standards Institute, 1985.**

This standard establishes criteria for permanence of uncoated paper, defining paper for printed library materials that can be expected to last several hundred years without significant deterioration under normal library storage and use conditions. Widespread adoption of this standard by publishers would significantly reduce the prospective preservation problem and put an end to the era of brittle books that commenced in 1850. The standard includes minimum requirements for pH (measurement of alkalinity), folding endurance and tear resistance (paper strength and durability), alkaline reserve (resistance to acid attack from the environment), and paper stock (presence of lignin and other impurities in the pulp). Compliance with the standard is noted by a statement and symbol appearing on the verso of the title page of a book or the masthead of a periodical. The standard is available for $5 from ANSI, Sales Department, 1430 Broadway, New York, NY 10018. This ANSI standard grew out of guidelines produced by an earlier working group composed of representatives from libraries, publishing, and the paper industry that was assembled by the Council on Library Resources to increase knowledge about the durability of books and to encourage improvements in their physical qualities. For a copy of *Book Longevity: Reports of the Committee on Production Guidelines for Book Longevity*, write CRL, 1785 Massachusetts Avenue, N.W., Washington, D.C. 20036.

***RLG Preservation Manual*. Stanford, California: Research Libraries Group, Inc., 1983. 141 pages.**

Produced under the auspices of RLG's Preservation Committee with the assistance of RLG central staff, this manual was designed to support the RLG Preservation Program but contains concise, useful information for other libraries

envisioning comprehensive preservation programs. The bulk of the manual consists of specifications for RLG's Cooperative Preservation Microfilming Project and instructions for using the RLIN record for preservation purposes. An appendix to the manual is organized as a "Preservation Workbook" and includes brief discussions of preservation topics followed by a list of supporting readings. The microfilming specifications included in the manual address film quality, prefilming procedures, guidelines for bibliographic targets, and storage requirements for microform master negatives. They are intended for use in conjunction with more detailed publications such as those produced by the Library of Congress, the Association of Information and Image Management (formerly the National Micrographics Association), and the American National Standards Institute. For libraries engaged in or planning preservation microfilming projects, the section on "Microform Records in RLIN" is a guide for users searching for microforms and for catalogers entering microform records into RLIN. Issued in a three-ring binder, the manual is intended to be revised as needed or added to as new RLG preservation program elements are implemented. The manual is available free of charge to RLG members and for $14 to others from RLG Publications Clerk, Research Libraries Group, Inc., Oak-Jordan Quadrangle, Stanford, CA 94305.

Jobs and People

[Editor's note: An unprecedented number of preservation and conservation jobs were created or became vacant in 1984–85. When they are all filled, there will be significantly more preservation administrators and conservators in U.S. libraries and archives than ever before. Future issues of *National Preservation News* will carry notices of job openings and new appointments in the preservation field. Information should be sent to the editor at the National Preservation Program Office, Library of Congress, LM G07, Washington, D.C. 20540.]

Perspectives on Preservation . . .

A Slow But Steady Progress The Search For A National Preservation Strategy

The history of national planning for the preservation of library materials in the United States stretches back more than two decades to the 1964 publication of Gordon Williams' landmark report for the Association of Research Libraries (ARL).[4] This history is punctuated by conferences, studies, and proposals and is well documented in the literature.[5] From today's perspective we can discern three overlapping phases in the search for a coherent national approach, stages which might be characterized by alarm, vision, and practice.

Sounding the Alarm

Williams' report emphatically sounded the alarm, by describing the nature and extent of deterioration, a disaster whose magnitude was such that individual libraries could not hope to solve the problem on their own. In the flush 1960s, most of the profession was preoccupied with the pleasant challenges of building collections and developing innovative services. But those who attended to Williams' message were stricken by the appalling prospect that major portions of the nation's library resources might not survive into the next century. The need

[4] The Preservation of Deteriorating Books: An Examination of the Problem and Recommendations for a Solution. *(Washington, D.C.: Association of Research Libraries, 1964).*

[5] *Useful accounts appear in Carolyn Morrow, "National Preservation Planning and Regional Cooperative Conservation Efforts," in Kathryn Henderson, editor,* Conserving and Preserving Library Materials. *(Urbana, IL: Graduate School of Library and Information Science, 1983), and in Pamela W. Darling and Sherelyn Ogden, "From Problems Perceived to Programs in Practice: The Preservation of Library Resources in the U.S.A., 1956–1980,"* Library Resources and Technical Services *25,1 (January/March 1981):9–29. Nancy Gwinn details the vital role played by the Council on Library Resources in "CLR and Preservation,"* College and Research Libraries *42, 2 (March 1981):104–26.*

for action on a vast scale was unquestionable; the hope for a solution through a centralized "national" effort was seized upon eagerly.

In retrospect, we can see that alarm plus hope do not a program make. That something must be done was clear, but what that something was had yet to be discovered. The search was on, and although there was no dramatic progress toward the hoped-for "national program," the next few years brought important developments. The *National Register of Microform Masters,* a tool for minimizing costly duplication in preservation microfilming, began publication. In the wake of the Florence Flood, techniques for conservation treatment expanded, along with the number of experienced conservators. Policies and procedures for preservation administration began to develop as a few pioneering libraries launched local programs.

Shaping the Program

By the early 1970s, enough had been learned to shape a vision of where we might go as first articulated by Warren J. Haas in another landmark ARL report.[6] The Haas report established an agenda for developing "a capacity for collective action that is suitable to the dimension of the job to be done," an agenda including research, education and training, the growth of programs in individual libraries, and the establishment of cooperative mechanisms for sharing the responsibility to preserve segments of the total record.

Four years later a "national preservation planning conference" at the Library of Congress brought together several dozen people who had been working on pieces of that agenda, for intense discussions which served to fill in the details of the vision. Summing up that conference, Haas identified five key elements which, put in place within ten years, might create that essential "capacity for collective action": first, a preservation master microform collection and a bibliographic system that routinely accommodates microforms; second, a cadre of trained conservators and a preservation-wise library profession; third, a mechanism to buy time for those things which cannot be treated immediately; fourth, public awareness of the importance of preservation, to insure adequate funding; and fifth, a free flow of information and full cooperation among all affected parties. We are now nearing the end of the ten years projected by that 1976 planning conference. *How does the present reality compare with the vision?*

Practitioners Proliferate

In 1976 it was a struggle to identify forty people who could contribute to a preservation planning conference. Today several hundred could readily be found. Throughout the country librarians, preservation administrators, and conservators are at work creating, refining, and expanding the programs that give substance to the vision. Library directors, university presidents, and key officers of public and private funding sources are backing up theoretical commitment with money for a wide variety of activities. Cooperative efforts are taking shape within professional associations, networks and consortia, and state and regional programs. Multi-institutional microfilming projects are growing, records for master microforms are being rapidly added to the bibliographic data bases, and work is underway on enhancements to support other aspects of preservation decision-making. The preservation literature has undergone its own information explosion. Workshops, conferences, courses, internships and a full-scale academic program are steadily improving general awareness and multiplying the specialists who turn theory into practice.

No single agency has (or could have) directed such diverse developments, yet their complementarity is testimony both to the informal adoption of the vision by the professional community and to con-

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[6] Preparation of Detailed Specifications for a National System for the Preservation of Library Materials. *(Washington, D.C.: Association of Research Libraries, 1972).*

tinuing communication and coordination among the "affected parties." On-going planning activities focus on increasingly specific elements within the overall design, and the dream of a single centralized program has quietly yielded to a system of interrelated strategies and shared responsibilities.

Key roles in the unfolding "national planning" process are being played by a number of groups—some long-term veterans and some energetic young recruits—among them the Association of Research Libraries, the Council on Library Resources, the Library of Congress, the National Endowment for the Humanities Office for Preservation, the Northeast Document Conservation Center, the Preservation Section of the American Library Association, the Research Libraries Group, and the National Institute for Conservation. Coordination is insured both by formal liaisons and by the fact that many dedicated individuals are directly involved in more than one program.

Progress toward a "national program" has often seemed painfully slow, especially in light of the urgent needs of our crumbling collections. It sometimes appeared to be all talk and "planning" without any action. Yet today we can recognize each initiative along the way, even those which apparently came to naught, as an essential step in the process, from recognizing a critical problem through envisioning potential solutions to the creation of practical programs. The job is by no means done, nor will it be for decades more to come; but our collective ability to undertake it has been demonstrated. The vision is becoming reality. [*Pamela W. Darling*]

News and Notes from NPPO

AV Loan Program Swamped by Success

Requests to borrow titles in NPPO's Audiovisual Resources Loan Program have increased five-fold since the service began in 1983, with nearly 700 loans made to date. The collection includes audiovisual resources concerning the care and treatment of library and archival materials for use in a variety of educational and training situations. Most frequently, materials are loaned for showing to library school classes, as part of a preservation workshop program, or to acquaint library staff with preservation practices and concerns.

The most popular title by far is "Handling Books in General Collections." This slide-tape presentation was recently produced by the National Preservation Program Office and succinctly reviews the principles of proper handling of library materials to prolong their useful life. A number of institutions which have borrowed the presentation have opted to purchase it and incorporate it into their routine orientation for stack maintenance personnel. It can be purchased for $235 plus $25 shipping and handling from Comcorps, 711 4th Street, N.W., Washington, D.C. 20001. (202) 638-6550.

Two other very popular titles that are also suitable for training library staff in the proper handling of collections are "Shelving and Handling of Books" (produced by The Newberry Library, 60 W. Walton Street, Chicago, IL 60610) and "The Care and Handling of Books" (produced by the Preservation Department, Yale University Library, P.O. Box 1603A Yale Station, New Haven, CT 06520). Yale also produced "Commercial Library Binding," a highly useful introduction to the preservation issues of library binding.

The enthusiasm with which NPPO's AV Loan Program was received encouraged the Midwest Cooperative Conservation Program located at Southern Illinois University to launch an AV loan service of its own. Soon to follow suit is the new Preservation Program of the Southeastern Library Network (SOLINET). It is hoped that other burgeoning preservation programs will launch similar services and increase the numbers of AV resources on preservation that can be made available on a regional basis.

Polyester Film Encapsulation to be Updated

In 1980 the Library of Congress published a twenty-three-page pamphlet describing polyester film encapsulation as a conservation technique.[7] Since that time, the encapsulation of flat paper documents between a protective sandwich of clear, inert polyester film has become an established technique widely practiced by libraries, archives, and historical repositories wanting to provide low unit cost physical protection and support for flat items in their collection.

Substantial improvements and innovations in the applications and procedures for polyester film encapsulation have occurred since 1980, including the use of ultrasonic and heat welding for sealing the edges of the polyester envelope, innovations in support mechanisms for oversize items, and the development of sophisticated structures for books composed of encapsulated leaves. These and other topics will be included in an updated publication planned by the Library. Information concerning the materials and techniques of polyester film encapsulation is welcomed and should be directed to Carolyn Morrow, National Preservation Program Office, LM G07, Library of Congress, Washington, D.C. 20540.

Arlington Conference a Success

Eighty-one individuals representing libraries and archives throughout North America met in Arlington, Virginia, on March 8 and 9 for "Library Preservation: Implementing Programs," affirming that the movement to develop comprehensive preservation programs is growing steadily. Just one year earlier in St. Louis, response to the same conference brought out ninety librarians.

The day and a half program included three papers on administrative models for organizing preservation programs, a keynote speech by Pamela Darling, and a paper on future challenges by Gay Walker. Practical, specific information was presented in the form of twelve concurrent breakaway sessions, of which participants could choose to attend the seven most pertinent to their particular library. Sessions dealt with topics such as the preservation of audiovisual materials, components of a brittle book program, and establishing needs and setting priorities.

Sponsored jointly by the Resources and Technical Services Division of ALA and the National Preservation Program Office of LC, "Implementing Programs" was one of a series of conferences aimed at drawing more libraries into the preservation community and providing sound models and procedures for implementing practical programs. The final conference in the series, "Library Preservation: Fundamental Techniques," will be held August 26–30 in Stanford, California, and will provide hands-on training in sound techniques for the care and repair of nonrare materials.

Acid-free Kleenex

Until recently it had been safe to assume that disposable paper items like paper handkerchiefs were made of acidic paper—who ever heard of a permanent and durable paper hanky? When tested with chlorophenol red, they did in fact turn out to be below pH 6.0. Now all that is changed. A box of historic tissues was accidentally discovered at Brigham Young University in the process of wiping up some spilled chlorophenol red, which stayed a bright purple on the tissue as it dried. On the bottom of the box it said "Kimberly-Clark Corp., Neenah, WI 54956." This must mean that Kimberly-Clark has joined the growing number of companies now making alkaline paper because it is more profitable. Perhaps it is not unrealistic to hope that soon all book paper manufacturers will join that number too. [From *Abbey Newsletter* 9, 1 (February 1985): 1.]

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[7] Polyester Film Encapsulation *is available for $2.75 plus $1 for domestic mail orders from the Superintendent of Documents, Dept. 39–LC, U.S. Government Printing Office, Washington, D.C. 20402. S/N 030–000–00114–1.*

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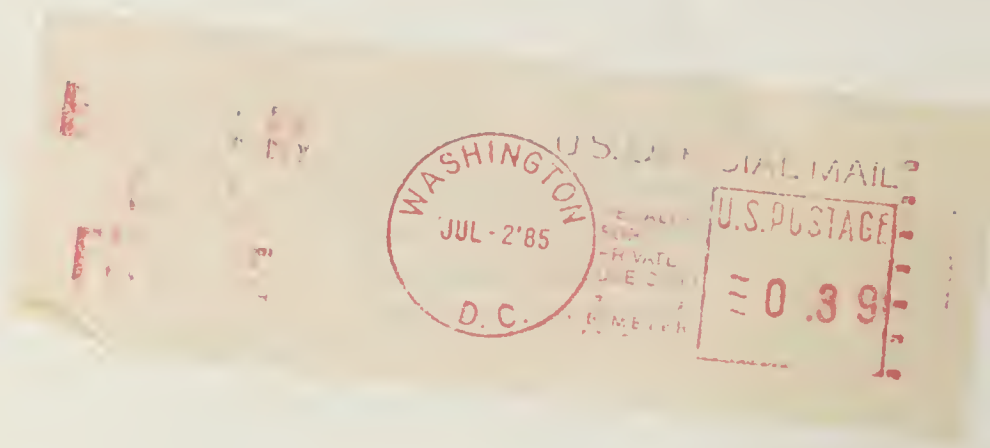

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No. 2 October 1985

NATIONAL PRESERVATION NEWS

A Newsletter of the National Preservation Program Office *The Library of Congress*

CLR Supports National Preservation Planning

In 1981, the Association of American Universities and the Council on Library Resources began an extensive series of discussions with research librarians, scholars, and university administrators as a prelude to developing an effective strategy for meeting the challenges that confront the nation's research libraries. In 1982, these discussions resulted in the establishment of five task forces to study the topics that had been identified as of most pressing concern.

One of these five groups, the preservation task force, was charged with considering how a national strategy for preserving deteriorating library resources could best be set in motion. Members concluded that local preservation programs must be considered in tandem with a national plan. Past emphasis on one or the other, they reasoned, may have been to blame for the failure to move forward with solutions to the preservation problem. After a thorough discussion of the scope of the problem, the likely technological applications that would be employed to solve it, and the budgetary implications of a national preservation program, the task force recommended the development and implementation of a plan that would build on actions already underway and encompass local institutional efforts.

The final report of the preservation task force became a source document for two meetings, "Toward the 21st Century: An Agenda for Research Libraries and Their Users" (Forum I, Wingspread, December 1982) and "National and Regional Aspects of Collecting and Preserving Library Materials" (Forum II, Aspen Institute, Wye Plantation, October 1983).

The discussions held at these meetings broadened the participants' understanding of the problem. More importantly, these talks led to the realization that the national preservation problem could be made tractable if approached cooperatively. Forum I's conclusions were aimed at improving financial prospects by planning in considerable detail for the work to be done. Forum II provided a closer look at methods and organizational structure for preservation and outlined the core elements of a national initiative.

The participants of Forums I and II encouraged the Council on Library Resources to undertake the description of a "national plan" for preservation that could be considered by the scholarly community and library organizations. The CLR staff, assisted by a small working group, drafted a paper specifying a strategy that was subsequently endorsed by the Association of Research Libraries, the Association of American Universities, and the American Council of Learned Societies.

At about the same time, the Exxon Education Foundation made a grant of 1.5 million dollars to the Council on Library Resources for two purposes: to create a regional preservation facility to serve the mid-Atlantic states and to support planning for a national preservation program. A committee of university officers, scholars, and library directors was named to address the second of these purposes. Billy Frye, Academic Vice President and Provost at The University of Michigan, agreed to chair what has become the Preservation and Access Committee.

The Committee was charged with formulating a preservation strategy and establishing the means to implement that strategy in a way that would assure the preservation of the "nation's library," i.e., permanent and accessible copies of all important documentation needed to transmit the record of the past to the scholars of the future. In the broadest sense, the primary goal of the Committee has been to develop a capacity for collective action. More specifically, the group has looked for ways to balance local and national interests and convince a large number of individual institutions to commit substantial resources toward a united effort against a common problem.

Also included in the work of the Committee has been the identification of potential sources of funding other than those contributed by individual universities, historical societies, and archival repositories. Investigating ways to build public understanding of and support for such an effort has also been a task for the Committee. Above all, the concern of the group has been to promote action so that each expenditure of thought, energy, and dollars goes directly toward saving a discrete portion of our intellectual heritage.

After several months of fact finding and analysis, the Preservation and Access Committee has issued its *Interim Report*. In the first section of the report, several fundamental observations and conclusions are discussed:

1. Access is the corollary of preservation. Any long-term preservation program will result in the creation of a "national collection" of preserved materials, i.e., a substantial and growing collection of master copies of items produced from deteriorated books selected for preservation because of their importance, and available for replication for collections or personal use.
2. The magnitude of the work to be done is staggering and the cost is great, but the problem is approachable if broken into component parts and dealt with over time.
3. The dimensions of the problem require a collaborative effort toward its solution.
4. For the time being, preservation microfilming is the most reliable technique, but every effort must be made to monitor and take advantage of promising new technology at the appropriate time.
5. Efforts must be made to increase awareness of preservation needs among those who use and fund libraries.

The Committee also recognizes the work remaining to be done. Three continuing activities are:

1. Expanding the discussion among a

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

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Merrily A. Smith, Contributing Editor

The paper used in this publication meets the minimum requirements of American National Standard for Information Sciences—Permanence of Paper for Printed Library Materials, ANSI Z39.48—1984.

wider audience including university trustees, state legislators, foundations, federal officials, and an increasing number of university librarians, faculty members, and academic administrative officers.

2. Additional fact finding and planning on such topics as the process of setting preservation priorities, the involvement of scholars in selection, the bibliographic record system, access to preserved materials, and the costs of preservation.

3. Resolution of organization for preservation which would take into account present activity and support a substantial increase in the volume of work.

Committee members and consultants are currently involved in these activities and the results will be incorporated into the Committee's final report.

A full discussion of the Committee's work for the first eight-month period is included in the *Interim Report*, available upon request from the Council on Library Resources, 1785 Massachusetts Avenue, N.W., Washington, D.C. 20036.

[Deanna B. Marcum]

ARL Committee on Preservation to Gather Statistics

The Committee on Preservation of Research Library Materials of the Association of Research Libraries (ARL), in cooperation with the Committee on ARL Statistics, is conducting a pilot survey of member libraries to determine the extent of their 1984–85 preservation activity. The survey is a component of the *Guidelines for Minimum Preservation Efforts in ARL Libraries* (See *National Preservation News*, No. 1, page 5.)

A Preservation Statistics Questionnaire has been distributed to ARL libraries asking them to quantify activity in six areas of preservation including preservation microfilming, contract binding, protective enclosure, mass deacidification, routine conservation treatment, and full conservation treatment. Within these areas, statistics are requested for FTE (full time equivalent) staff, expenditures, production, and holdings.

The Committee acknowledges that many important preservation activities are carried out in conjunction with non-preservation activities, and are thus not amenable to statistics collection. It is anticipated that the General Comments section of the questionnaire will contain much useful information and reflect the growth of preservation activity in ARL libraries.

Although there are no plans to publish detailed statistics from the pilot survey, the Committee will report on the results of the survey to the membership, and summary statistics may be issued. Without placing an undue burden on participating libraries, the Committee hopes to identify those statistics that are amenable to collection, and that give a meaningful indication of the extent of preservation activity.

The ARL *Guidelines* call for the collection of uniform statistics to determine overall preservation output and track growth, and to provide a means of measuring the progress of individual libraries in increasing their preservation efforts. Like the survey, the *Guidelines* are to be reviewed, and if appropriate, the results from the survey may be used to guide revision.

The Committee includes David C. Weber, Stanford University, chair; Harold W. Billings, University of Texas, Austin; Margaret S. Child, Council on Library Resources liaison; John Laucus, Boston University; Kenneth G. Peterson, Southern Illinois University; Peter G. Sparks, Library of Congress liaison; David H. Stam, New York Public Library; and William J. Studer, Ohio State University.

Selection for Preservation: An RLG Survey

In 1984, a Subcommittee of the Collection Management and Development and Preservation Committees of the Research

Libraries Group, Inc. (RLG) conducted a survey of preservation selection procedures and criteria in member libraries. The thrust of the survey was to determine how decisions are currently being made, as a basis for eventually formulating a set of guidelines for cooperative preservation selection within RLG. Such guidelines would help members focus limited resources on significant and endangered materials.

The first part of the survey gathered general information on librarywide procedures relating to preservation selection, including such aspects as the existence of a written preservation selection policy and a separate preservation budget, responsibility and authority for decision-making, and methods for identifying material.

In the second part of the survey, respondents were asked to rate the criteria used in preservation selection decisions *and* the criteria used in acquisitions selection—both for normal times and hard times. Selection criteria included such aspects as strength of the collection, faculty interests, historical significance of the item, uniqueness to North America, and paper quality.

The results of the survey reveal some interesting differences between selection criteria and preservation criteria: most notably that immediate user needs are somewhat less important in the decision to preserve than in the decision to acquire. However, the current needs of local clientele continue to play a role in preservation decisions. Furthermore, respondents indicated a greater willingness to cooperate in preservation selection than in acquisitions selection; thus, for the purpose of *preservation,* access is seen as more important than ownership.

The results of the survey have been passed on to the RLG Preservation Program Committee; the next step will be to draft a set of RLG guidelines for preservation selection that encourage cooperation between members and reflect a consensus of preservation and selection officers.

For more information, contact Ross Atkinson, Assistant University Librarian for Collection Development, University of Iowa Library, Iowa City, IA 55242.

NEDCC to Host Conference On Regional Preservation Programs

On October 24–25, the Northeast Document Conservation Center (NEDCC) will sponsor a conference in Andover, Massachusetts, for representatives of regional preservation programs. The purpose of the conference is to share information, promote communication, and explore potential areas of cooperation. The conference will also serve as a forum for articulating issues concerning emerging national preservation strategies.

Participation in the conference is by invitation and will include directors of regional programs, representatives of groups that are planning regional programs, and others at the national level that provide training and information services. Funding for the conference is being provided by the National Endowment for the Humanities.

Topics that will be covered at the conference include existing models for services and governance; sharing of resources between programs (for example, coordinating disaster assistance and technical inquiries and exchanging workshop and training materials); and creating formal links between centers for sharing information and services. Participants will explore, as well, such broad issues as participation in national planning, funding for cooperative programs, and public relations and advocacy efforts.

In addition to NEDCC, the conference will be attended by representatives from the Conservation Center for Art and Historic Artifacts, Southeastern Library Network, Midwest Cooperative Conservation Program, Illinois Cooperative Conservation Program, Ohio Cooperative Conservation Information Office, New York State Library, Kentucky Department for Libraries and Archives, University of

California-Berkeley, Society of American Archivists, New York State Archives, Mid-Atlantic States Cooperative Preservation Service, Library of Congress National Preservation Program Office, and the National Endowment for the Humanities Office of Preservation.

AIC's Book and Paper Group: State-of-the-Art Forum for Conservators

The conservation profession has seen a growing interest among conservators in active collegial dialogue and exchange of information. In response to this trend, speciality groups representing the different areas of art and artifact materials—including book and paper—have formed within the American Institute for Conservation (AIC), the professional association for conservation of art and historic artifacts. Established in 1981, the AIC Book and Paper Group (BPG) serves as a forum for discussion of relevant issues and the dissemination of a rapidly growing body of technical information.

Currently the BPG membership includes approximately 400 conservation and preservation professionals working with books, art on paper, documents, manuscripts, and other artifacts on paper. The concerns of all these areas overlap, but each also requires specialized expertise. During each AIC annual meeting, one day is devoted to presentations which reflect the diversity of the group's interests. In addition, one-day seminars on subjects such as paper sizing are also held in conjunction with annual meetings. Depending on interest, the BPG also organizes and offers refresher courses for small groups of ten to fifteen practicing conservators that emphasize hands-on training and the exchange of information among peers. To date, a course on paper mending has been presented and plans are underway for courses on the lining of paper artifacts and in-house analytical techniques.

The *BPG Annual* publishes papers which have been presented during the annual conference and other relevant information, ranging from short technical notes on treatment examination and techniques to completed research reports on analytical treatment or theoretical paper and book conservation subjects.

The BPG is also engaged in a major project to develop a written catalog of paper conservation treatments. In looseleaf format, this source book will codify current knowledge and treatment options in paper conservation with a view to identifying research needs. Working under the aegis of an editorial group that developed the content outline and collaborative working procedure, paper conservators have begun to record treatment options. The project is an evolving one; working drafts are being circulated for comment and new and updated information may be incorporated at any time. A similar catalog project specializing in book conservation treatments is being considered.

BPG members also actively participate in the larger AIC parent organization. Through panel discussions at annual meetings and liaison participation in AIC committees, there is ongoing study of AIC's *Code of Ethics* and the question of professional certification of conservators.

For information about membership in AIC and BPG, contact the American Institute for Conservation, 3545 Williamsburg Lane, N.W., Washington, DC 20008. (202) 364-1036.

[Doris A. Hamburg]

NLM Plans Preservation Program

The National Library of Medicine Act of 1956 established the Library and charged it "to acquire and preserve books, periodicals, prints, films, recordings, and other library materials pertinent to medicine." In the years since the establishment of the Library, significant efforts

have been devoted to carrying out NLM's preservation responsibilities. The Library has archival microfilm copies of some of the most significant items in its collection; a storage plan which accommodates projected growth of the collection through the year 2000; and generally favorable conditions and practices for processing, storing, and using library materials.

Despite these accomplishments, the NLM staff believes that a more comprehensive approach to preservation of the biomedical literature is needed, if NLM is to carry out its statutory mandate successfully. In 1983, the Library Operations component of NLM developed a strategic plan for 1984 through 1988 which includes as one of its four broad objectives: "to develop and implement a program for the preservation of the biomedical literature."

As a first step toward developing NLM's preservation program, the Associate Director for Library Operations appointed a Preservation Planning Team on August 29, 1984. Members of the Team included senior managers from Technical Services, Reference Services, and History of Medicine divisions; NLM's Budget Officer; and a researcher from NLM's Lister Hill Center, who has directed the development of a prototype system for electronic document storage and retrieval.

The group was asked to assess the physical state of the collection and the conditions under which it is handled and stored; examine current NLM preservation activities and evaluate available techniques and potential cooperative activities; and develop a plan for the preservation of the NLM collection including guidelines for preservation selection and priorities, and cost estimates and schedules for chosen preservation methods.

The planning process selected for the project was a slight adaptation of the self-study procedure developed by the Office of Management Studies (OMS) of the Association for Research Libraries (ARL) and described in *Preservation Planning Program: An Assisted Self-Study Manual for Librarians.* Ms. Jutta Reed-Scott served as principal OMS consultant to NLM for the project. NLM found the ARL planning process and materials extremely helpful. They allowed staff to bypass time-consuming start-up activities, such as gathering background materials and identifying an appropriate project organization, and begin immediately to gather the specific information needed by NLM for preservation planning.

The ARL planning process consists of three phases. During the first phase, the Preservation Planning Team reviews basic preservation issues; assembles background information about the library; and defines the next phases of the planning process, including its schedule, objectives, and participants.

The second phase involves a variety of Task Forces gathering and analyzing data and developing recommendations in several specific areas affecting preservation. The ARL model describes five possible Task Forces. NLM used seven in all, including a group to examine cooperative preservation activities in which NLM might engage.

In the third and final phase, the Preservation Planning Team studies the information assembled by the Task Forces, weighs alternative approaches, and develops a recommended plan of action. NLM's Team completed this final phase in July 1985 and its recommendations are being reviewed by NLM management.

A survey performed during the planning effort indicates that the condition of the NLM collection is better than had been anticipated. With an estimated 8.8 percent of its printed collections brittle (113,000 volumes), NLM faces a smaller preservation problem than other research libraries, which have significantly larger collections of old materials and quantities of brittle books that exceed 25 percent. In general, NLM's audiovisual programs are also in good condition.

Data collected regarding temperature, relative humidity, light, and atmospheric pollutants at NLM show that the environmental conditions in the Library are good and probably can be improved

without great expense. The construction of the Library, with relatively few windows and the three below-ground floors housing the collection, makes it fairly easy to maintain appropriate temperatures for the collection and to minimize the amount of ultraviolet radiation. Concern for the preservation of the collection is evident in the design of the building and its heating and air-conditioning system.

The NLM Preservation Planning Team has recommended a number of actions designed to capitalize on the relatively good condition of the NLM collection to ensure the long-term preservation of the scholarly biomedical literature. The decisions made as a result of the Planning Team's recommendations will be reported in a future issue of *National Preservation News*. For additional information about NLM's preservation activities, contact Betsy L. Humphreys, Deputy Associate Director, Library Operations, National Library of Medicine, Bethesda, MD 20209. (301) 496–3497.

Conversion of *NRMM* Planned By ARL and LC

Improving access to records for microform masters is a primary goal of the Association of Research Libraries (ARL) Committee on Preservation of Research Library Materials and a component of ARL's Five Year Plan of Action. In cooperation with the Library of Congress, ARL is developing a project to produce machine-readable bibliographic records of the entries for monographs in the Master File of LC's *National Register of Microform Masters*.

The file contains some 600,000 reports for microform masters sent to LC by libraries and publishers from 1965 to 1983. Most of the reports are bibliographic records that are expected to meet minimum requirements for conversion. Support for the project will be sought from one or more funding agencies, and the project once funded will take place over a multiyear period. A contractor will be retained by ARL to provide conversion services to project specifications. LC will provide technical management for the project with Susan Hayduchok of the Shared Cataloging Division serving as the LC coordinator.

ARL and LC staff are conducting a statistical and qualitative analysis of the Master File in order to draft specifications for the project. Specifications will include detailed conversion methods and procedures, input standards, a description of the products of conversion, and the distribution requirements for the records.

Although a number of published tools exist for persons seeking records for microform masters, a project to convert *NRMM* to machine-readable form would greatly simplify the process of locating records. Distribution of the records to major bibliographic data bases would significantly improve access to information about preserved materials. In addition to reducing the costly search time that is a prerequisite to preservation microfilming activity, on-line access to the records in the *NRMM* Master File would benefit collection development, interlibrary loan, and cataloging activities. By increasing the visibility of microform masters as sharable resources, the project would greatly enhance the value of funds spent on preparing the masters.

For more information contact Jeffrey Heynen at ARL or Carolyn Morrow at the National Preservation Program Office.

The Mid-Atlantic States Cooperative Preservation Service

In May 1985, the libraries of Columbia, Cornell, and Princeton Universities, together with the New York Public Library and the New York State Library, established a joint venture to form a nonprofit, tax-exempt corporation called the Mid-Atlantic States Cooperative Preserva-

tion Service (MASCPS). The stated purpose of the corporation is:

1. to coordinate existing preservation microfilming capacity in the Mid-Atlantic area;
2. to draft plans for increasing this capacity;
3. to monitor emerging technologies suitable to library content preservation; and
4. to share bibliographic data concerning microfilm or other master copies with existing automated library networks.

MASCPS is being funded by a grant of $1.2 million from the EXXON Education Foundation, administered through the Council on Library Resources. It is anticipated that MASCPS will become self-supporting as a regional service bureau, eventually serving not only the five initial participants in the joint venture, but other libraries in the area as well.

Temporarily housed in Princeton's Firestone Library, MASCPS expects to be relocated in more permanent quarters sometime during 1986. For more information contact James Cogswell, Acting Director, Mid-Atlantic States Cooperative Preservation Service, Firestone Library B6M3, Princeton University, Princeton, NJ 08544. (609) 452–3248.

In the Preservation Office . . .

The County Atlas Project

The Geography and Map Division of the Library of Congress has over 1,600 county atlases, the largest and most comprehensive collection in existence. Because of their individual and collective research value and deteriorated physical condition, the Conservation Office initiated a project in 1975 to provide full conservation treatment for the entire collection. Over a period of four years, approximately one fourth of the collection was treated.

Experience with treating a large number of the atlases encouraged Conservation Officer Peter Waters to consider contracting out for the treatment of the rest of the collection. This would allow earlier completion of the project and enable the Conservation Office to return staff to projects that could *not* be safely contracted out.

To insure uniform treatment to Conservation Office standards, detailed treatment specifications were developed by senior paper conservator Barbara Gould. Ralph Ehrenberg and James Golliver of the Geography and Map Division also worked on the project. The contract was awarded to Heckman Bindery, Inc., whose conservation section treated the remainder of the atlases for an average of $189 each. Because of Heckman's ability to apply mass production equipment and techniques to parts of the job (for example, in the construction of the binding), the Library realized a significant savings over the cost of treating the collection in-house.

A county atlas is a bound volume measuring approximately 18 by 20 inches and containing cadastral (survey) maps of each township in a particular county. In addition to showing property lines and owners, roads, and railroads, many atlases also contain lithographic or photographic illustrations of buildings, and biographies of prominent individuals. These altases were produced on a subscription basis from about 1860 to 1920 and cover most of the rural communities and farmlands of the Northeast and Midwest. They are extremely scarce and are rarely offered for sale.

As research tools, county atlases are

Atlases are stored flat on roller shelving to allow easy access to the large volumes.

used to establish early survey records and facts of ownership. They are heavily used by architects and others to research the reconstruction and restoration of historic buildings and by genealogists and local historians.

In addition to deterioration of the bindings from use and age, most of the maps were printed on poor quality wood pulp paper that had become extremely weak and brittle. Chemical stabilization and physical support of the paper, followed by rebinding were needed to preserve these irreplaceable items. Because of the format of the atlases (large size, folded maps, presence of colored ink) and the manner in which they are used, microfilming was not considered a viable preservation option.

The conservation treatment of the atlases included collation, disbinding, paper cleaning and mending, nonaqueous deacidification and polyester film encapsulation of individual leaves, and post-binding. When decorative covers existed, they were saved and placed in the back of the new binding.

Although fairly uniform in size and content, the collection included a full range of conservation challenges. The atlases were printed on a variety of papers in different stages of deterioration. Folded maps created complexities of collation as well as treatment. Pencil notations written in a variety of hands were part of the historical integrity of an atlas and could not be removed with the surface dirt. Impermanent or damaging repairs had to be removed, and many maps had colored inks, requiring extra care in the deacidification step. All these conditions required that the contractor both follow the specifications carefully, and exercise independent judgement when necessary.

This project was the first to demonstrate that the Library can effectively use outside contractors to provide treatment that meets Conservation Office standards. Since then, the Library has successfully completed similar projects and others will be accomplished as funds permit.

For more information about the County Atlas project specifications, contact the National Preservation Program Office.

Access and Preservation: The Non-Print Project

The Prints and Photographs Division (P&P) of the Library of Congress has custody of some twelve million items: original photographs, negatives, fine prints, historical prints, posters, and artistic, documentary, and architectural drawings representing all periods and subjects. Researchers attest to the fact that pictures are being used increasingly, not only as illustrations in books and for pure pleasure, but also as evidential documents to supplement and complement other primary research material in social, political, and cultural studies. Preservation, collections management, and security considerations oblige researchers (now numbering more than 800 per month) to approach the material indirectly through card catalogs and the collective memory of the staff. Use statistics alone justify automation of this access.

Automation alone, however, is an incomplete solution. Language ultimately lacks the ability to describe pictures precisely and interpret what they say; the images conjured up from verbal descriptions can only be confirmed by seeing the pictures themselves. Then, even a glance might suffice to prove them appropriate or not. Automation will make more visual records available to the researcher, but will strain the desire to preserve and protect collections even more.

The analog laser videodisk offers the same preservation advantages of other microformats which substitute for the original: it reduces the amount of handling and the risk of theft; it guarantees an image for the researcher to consult even if the original is not available; and it allows for remote and compact storage of the originals in more stable temperature and humidity controlled environments. The videodisk has several other significant advantages: it is more durable and can be handled more easily; it is a very dense storage medium for color and continuous tone materials (up to 54,000 individual images can be recorded on one side of a disk); there is truly rapid and random access; an image can be displayed indefinitely ("freeze-frame"); both still and motion images can be combined in this one format; and *it can be linked interactively to cataloging data.* Clearly the videodisk meets the Library's Optical Disk Pilot Program's goals for improving preservation and access.

Nearly 49,000 images from P&P were included in the videodisk experiment in order to represent many typical preservation and access problems. Complete collections were selected so that there would be a sufficient amount of related material for users to have a true research experience. Several of these collections were not previously available to researchers because of their fragile condition, difficulty in handling, or lack of cataloging. A videodisk user station has been in the P&P Reading Room since June 1984.

The Sony Corporation of America was contracted to make the twelve-inch analog laser videodisks. Originals were first captured on individual frames of 35mm color motion picture film. The photographers ingeniously designed equipment and developed procedures to do the job safely and efficiently. After review, the film was transferred to videotape. The videotape "premaster" was then used to make a metal disk master, from which copy disks were pressed.

Providing access to the images presented a considerable challenge. Given the Project's time limit, it was tempting to consider only immediate needs; national standards for cataloging visual materials were not yet settled. However, the basic form and principles of the developing standards were clear and the opportunity

Picture Cataloging Specialist Elisabeth Betz Parker retrieving images at the videodisk user station.

to test these guidelines and to refine and enhance them by practical application could not be missed. Although the system was to be local and stand-alone, the conceptual links to the library world's bibliographic communications format would pave the way to integration into LC's mainframe computer and eventually to national communication systems.[1]

The videodisk image "caption" record consists of fields from the MARC format with a concentration on the controlled vocabulary access point fields most useful for picture searching. The records include structured descriptions of bibliographic and format information, storage location, topical subjects, and the picture's videodisk frame number. In contrast to the cataloging done for material not on videodisk, lengthy descriptions are not necessary because the picture is so readily available. The Project is using BRS/Search software on a Fortune microcomputer system.

To further strengthen ties with national standards, and to exercise their application in the area of pictorial control and retrieval, conventions for recording data follow existing guidelines for descriptive cataloging and name headings. Topical headings are drawn from P&P's *Thesaurus for Graphic Materials,* which will be published in 1985.

The last refinement to the system will be to create an actual link betwen the microcomputer and the videodisk. After finding one or more relevant captions in a data search, the user may press a function key to bring up the matching image(s) on the video monitor. Because the pictures on the videodisk were filmed as collections and in logical sequence within them, the researcher can also simply browse through the images on the videodisk and press another function key to retrieve the matching caption(s). Simultaneous access to images and data will have been achieved.

[Elisabeth Betz Parker]

[1] *For further information on the cataloging and access system see the article by Elisabeth Betz Parker in an upcoming issue of* Information Technology and Libraries.

Preservation Calendar

January 18–23

American Library Association Midwinter meeting, Chicago, Illinois. ALA's Midwinter Meeting is a working conference emphasizing committee work and program planning. Preservation related meetings include the Resources and Technical Services Division (RTSD) Preservation Microfilming Committee and the committee meetings of the Preservation of Library Materials (PLMS) and Reproduction of Library Materials (RLMS) sections of RTSD. The newly formed PLMS Preservation Administrators Discussion Group will meet on Sunday, January 20, 9:30–11:00 a.m. Contact ALA, 50 E. Huron St., Chicago, IL 60611.

March 6–7

"Preservation Microfilming: Administrative Issues," Library of Congress, Washington, D.C. This institute is directed at librarians and archivists responsible for planning and authorizing preservation microfilming activities. Particular attention will be given to issues such as standards and bibliographic control, selection for preservation, and emerging technologies. The institute will describe the role of preservation microfilming in a comprehensive preservation program; delineate relevant issues in the development of successful microfilming programs; and provide guidance for the planning, funding and implementing stages of a project. The afternoon session on March 6 will include case studies of six exemplary preservation microfilming projects, and the second day will be devoted to focused tours at LC. This institute is cosponsored by the Resources and Technical Services Division of the American Library Association, the Society of American Archivists, and the National Preservation Program Office of the Library of Congress. Contact ALA/RTSD, 50 E. Huron St., Chicago, IL 60611.

April 7–10

"Conference on Preservation of Library Materials," Osterreichische Nationalbibliothek, Vienna, Austria. This invitational conference is being conducted by the Council of Directors of National Libraries in cooperation with the International Federation of Library Associations and Institutions (IFLA) and the United Nations Educational, Scientific, and Cultural Organization (UNESCO). The objective of the conference is to emphasize for library leaders the challenge of preserving library materials worldwide and convey a general body of knowledge that will serve as the foundation for future discussions and the exchange of information.

April 14–17

"New Directions in Paper Conservation," Oxford, England. This tenth anniversary conference of the Institute for Paper Conservation is intended for conservators of books, documents, and works of art on paper. Participation is open to all those interested in updating their knowledge of the theory and practice of paper conservation. Contact Alan Howell, Conference Secretary, Geological Society, Burlington House, Piccadilly, London W1V OJU, England.

June 27

"Preservation for Collections Managers," a preconference to the 1986 annual

conference of the American Library Association, New York. The purpose of this preconference is to encourage the integration of preservation and collection development functions in libraries. The preconference will focus on preservation issues inherent in all aspects of collection management, including collection evaluation, serials management, storage and space planning, use studies, circulation analysis, and resource sharing. Through a combination of general presentations and concurrent practicums, the preconference will provide collection managers with practical information about preservation problems and options that they can incorporate into their work. The preconference is cosponsored by the Preservation and Resources sections of the Resources and Technical Services Division of ALA and the City University of New York Graduate Center Library. The chair of the planning committee is Anna Perrault, Louisiana State University. Contact ALA/RTSD, 50 E. Huron St., Chicago, IL 60611.

Publications

Walker, Gay, Jane Greenfield, John Fox, and Jeffrey S. Simonoff., "The Yale Survey: A Large-Scale Study of Book Deterioration in the Yale University Library." ***College and Research Libraries*** **46,2 (March 1985):111–132.**

Conducted over a three-year period by twenty-four preservation interns, the survey of book condition at Yale University Library is the most complete picture we have of the physical composition and condition of a large research collection. The article outlines the survey methodology and details results for fifteen distinct library collections at Yale. Findings for thirteen questions covering such areas as the type and condition of leaf attachment and the brittleness of the paper are expressed as percentages in tabular form as well as discussed in narrative form in the article. Two factors make this survey unique: the large size of the sample (36,500 volumes), allowing a high degree of confidence in the results, and the fact that the surveying was done by professional interns in preservation, providing an unusual depth of inquiry. Some of the most interesting and useful statistics resulted from analyzing the intersection of two characteristics, such as type of covering material and need for treatment. In addition to being a powerful planning tool for Yale, the survey results have direct relevance for other large research libraries with similar collections. Additionally, those libraries engaged in preservation planning efforts may find the design and implementation of the Yale survey adaptable to their own needs. Appendices to the article include a description of the sampling methodology and procedures, a detailed list of survey instructions, and a discussion of the statistical analysis.

Merrill-Oldham, Jan and Merrily Smith, editors. ***The Library Preservation Program: Models, Priorities, Possibilities.*** **Chicago: American Library Association, 1985. 117 pages. Proceedings of a conference held April 29, 1983.**

Printed on permanent paper, these assembled proceedings of a conference sponsored by the Library of Congress and the American Library Association provide an important look into the current state of preservation program development in large libraries. The sixteen speakers included directors of libraries with established preservation programs, experienced preservation administrators, and nationally known preservation advocates. In addition to describing a number of models for

program development and strategies for incorporating preservation into the organization of a library, the papers also cover the important issues of setting priorites, funding preservation, and coordinating local initiatives with an emerging national preservation program.

News and Notes from NPPO

DEZ Update

The Library of Congress continues to move toward the completion of plans for the mass deacidification of books in its General and Law collections using the patented diethyl-zinc (DEZ) process. The General and Law collections currently include some thirteen million volumes, with growth at a rate of approximately 350,000 volumes per year. The Library estimates that it will take twenty years to complete treatment.

Engineering drawings for the 40,000 square-foot facility to be constructed at Fort Detrick in Frederick, Maryland, are complete and ground breaking will take place in early 1986. The present schedule calls for completion of construction by December 1987 with limited production runs to begin in 1988. The general contractor for the facility is the Army Corps of Engineers; Northrop Services, Inc. is the primary engineering contractor for the equipment inside the building.

At start-up, the Library plans to deacidify approximately 15,000 volumes per week. Plans for selecting and processing these books are still under discussion; however, some broad decisions have been made. DEZ treatment will be given to all new books and treatment of the retrospective collections will proceed in large blocks. The Library's Preservation Policy Committee is continuing discussion of the methods for selecting materials from the retrospective collections for treatment.

The Preservation Office has contracted with King Research, Inc. for additional statistical analysis using the data generated from the Survey of the General and Law Collections. (See *National Preservation News*, No. 1, July 1985). From these studies it may be possible to combine factors such as pH below 5.0 (very acid paper) with MIT folds more than 50 (strong paper) to determine which subject classes would have the greatest proportional benefit from deacidification.

Although only non-rare volumes from the General and Law collections will be treated at first, further research into the engineering requirements to treat special collections and other formats will be conducted in the Process Development Laboratory at the DEZ facility.

IFLA Conference in Chicago

The International Federation of Library Associations and Institutions (IFLA) held its 51st Council and General Conference August 18-24 in Chicago. The Conservation Section and the Science and Technology Section held a joint session based on the theme "Science and Technology in the Service of Library Preservation." Papers presented included application of the digital optical disk by the Library of Congress (Joseph W. Price), the achievement of environmental standards for storage at the Newberry Library (Bonnie Jo Cullison), polyester film encapsulation using ultrasonic welding (William Minter), and mass deacidification at the Library of Congress and the National Library of Canada (Peter G. Sparks and Joyce Banks, respectively).

A second Conservation Section session included papers on selection of materials for conservation or conversion to a secondary format (Helmut Bansa), regional and national cooperation in conservation in the United States (Ann Russell), the National Preservation Office at the British

Library (D.W.G. Clements), and approaches to staff training in preservation (Merrily Smith). At an open forum of the Programme Management Committee on August 22, IFLA Core Programs were discussed, including a new core program in Preservation and Conservation (PAC).

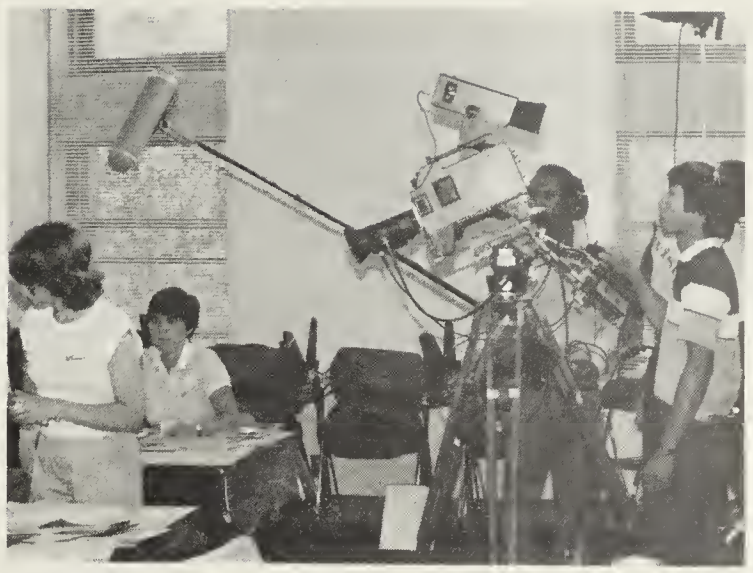
Stanford Conference Filled to Capacity Hands-On Sessions Videotaped

On August 26–30 a *full house* of 125 participants attended "'Library Preservation: Fundamental Techniques," in Stanford, California. This conference was the fourth in a series cosponsored by the Resources and Technical Services Division of ALA and the National Preservation Program Office of the Library of Congress.

Participants and instructors alike experienced a grueling but exhilarating week that included twenty-eight hours of hands-on instruction in small groups and seven hours devoted to general sessions. A grant from the Andrew W. Mellon Foundation made possible the professional videotaping of the hands-on sessions by Stanford Media Productions. These videotapes will be edited at the Library of Congress and made widely available.

It is expected that the videotaped proceedings from the hands-on sessions will subsequently be used to reinforce the participants' training, as well as provide highly effective training aids that participants can use in their own libraries. Additionally, it is hoped that the existence of the videotapes will encourage regional preservation programs, state library associations, and others to hold similar programs. Judging from the waiting list for this national conference, such follow-up programs would be received enthusiastically.

Carol Pratt of the University of Oregon learning to recase a book.



Videotaping a hands-on session at the conference.

New Conservation Office Interns

Five new interns have been accepted into the Conservation Office at the Library of Congress for advanced training. Jill Norton Sterett and Sarah Bertalan will be studying paper conservation techniques under the direction of Senior Paper Conservator Marian Dirda. Kathleen Orlenko, Maria Fredericks, and Scott Husby will be studying book conservation techniques under the direction of Thomas Albro, Head of the Book Conservation Section.

More than forty interns from the United States and abroad have received conservation training at the Library of Congress in the past fifteen years. Applicants are accepted on a space-available basis from any of the degree-granting graduate training programs in conservation in the United States or from comparable academic programs outside the U.S. Experienced professionals with funding from their home institution or with independently obtained grant support are also eligible. Internships vary in length from nine to twelve months and begin in September.

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Percentage of books surveyed that were brittle, by date and countries, from "The Yale Survey: A Large-Scale Study of Book Deterioration in the Yale University Library." *College and Research Libraries,* March 1985.

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No. 3 January 1986

NATIONAL PRESERVATION NEWS

A Newsletter of the National Preservation Program Office *The Library of Congress*

NAGARA Issues Report on Preservation Needs in State Archives

The National Association of Government Archives and Records Administrators (NAGARA) has issued a comprehensive report on the preservation challenge facing the fifty state archives. The report and its recommendations are the culmination of a one-year project, conducted with funds from the National Historical Publications and Records Commission (NHPRC), to study the preservation needs of state archives. The project study was conducted by Howard Lowell, administrator of Oklahoma's state archives and records program, under the direction of the NAGARA Board of Directors and Executive Director. The report will serve as the basis for further discussion, planning, and action and will be published and distributed in early 1986.

The NAGARA report strongly asserts the critical preservation situation of the majority of records entrusted to state archives and confirms an overwhelmingly inadequate level of preservation activity. These findings are especially disturbing when viewed against each state's mandated responsibility to preserve the permanently valuable records that document government activity and define and protect the rights and responsibilities of both state governments and the citizens they serve.

The project methodology included an analysis of existing studies and reports including state assessment reports prepared under NHPRC's Historical Records Needs Assessment and Reporting Projects. The state reports, issued between 1982 and 1985 in forty-three states, show that not one state archives approaches the goal of adequate preservation care for its total holdings.

In addition to an analysis of the state reports, a detailed preservation survey was used to gather current information on state archives programs and preservation needs. Data was collected for forty-four states on administrative and budgetary parameters of each state program; facilities information as it relates to preservation (such as presence and functioning of environmental control systems); and holdings information detailing such statistics as total holdings, accession rate, and cubic feet of different format record materials. The survey also asked for levels of preservation activity, including preservation microfilming and holdings maintenance (boxing and foldering), and for indications of the type and quantities of preservation activities undertaken (such as storage of preservation masters to ANSI standards and numbers of items given conservation treatment).

NAGARA president Lew Bellardo (State Archivist and Records Administrator of Kentucky) leads discussion at the December 10 meeting of the Preservation Implementation Committee. At the table in front are from left: Bruce Dearstyne, executive director of NAGARA, and Howard Lowell, administrator of the Oklahoma Resources Branch, Oklahoma Department of Libraries.

Together with information gathered during ten site visits to representative repositories and discussions with key state archives and preservation leaders nationwide, the survey data yield reliable composite information which defines the scope of state archives preservation efforts across the United States. Although there is considerable variance in size of holdings, budget, and staff among the states, common problem areas are obvious. Most state archives do not have adequate plans for addressing the preservation requirements of their holdings, nor staff with the expertise needed to develop long-range programs and provide conservation treatment. In the archives field in general, preservation policy statements are lacking and, unlike the library field, there is no consensus approach for meeting the preservation challenge. Even more unsettling, many archives convey the perception that the problem is so overwhelming that adequate solutions do not exist. The NAGARA report clearly states that strategic plans, increased resources, and a positive attitude are required if the state archives preservation challenge is to be systematically met.

The NAGARA report also emphasizes the necessity of long-range planning and commitment, discusses specific areas of need, and outlines action to be taken. It recognizes that effective preservation management is a corollary to effective archives management and further suggests that the success of a state archives preservation effort is dependent on resolving some larger issues in the archives field. For example, the vastly increased quantity of records generated by government and new machine-readable record formats dictate new approaches to appraisal,

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National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

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Carolyn Clark Morrow, Editor
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documentation, and preservation functions.

The NAGARA report proposes a cooperative approach to preserving state archives and outlines a ten-year program to attack root problems as a basis for long-term solutions. NAGARA's recommendations are presented as specific programmatic areas with estimates of the projected costs over a ten-year period. Several proposed programs lay the groundwork for other programs, including planning grants to state archives to specify needed improvements in storage conditions and environmental security, training grants to increase the number of preservation administrators and conservators in state archives, and funds to develop a preservation planning and survey methodology that can be easily implemented by state archives. Proposed programs with a longer time frame and much higher price tag include grants for actual facilities improvements, support for preservation research and development, and the establishment of regional conservation centers. Programs to provide matching funds are proposed in the areas of holdings maintenance and preservation reprography.

Finally, NAGARA recommends establishment of a "Council for Archives Development" to serve as a vehicle for addressing "fundamental problems and intellectual issues facing the entire archives profession."

The projected cost for the NAGARA program over the next decade is estimated to be $135,350,000. A Preservation Program Implementation Committee, appointed by NAGARA president Lew Bellardo (Kentucky Department for Libraries and Archives), met at the National Archives December 10 and 11 to advise NAGARA leadership on specific strategies for implementing the recommendations contained in the report.

For further information, contact Bruce Dearstyne, Executive Director, NAGARA, New York State Archives, Room 10A75, Cultural Education Center, Albany, NY 12230. (518) 473-8037.

Cooperative Preservation Programs Meet to Discuss Needs, Goals, and Strategies

On October 24-25, 1985, the representatives of thirteen nonprofit, cooperative preservation programs met in Andover, Massachusetts, to discuss the role of regional programs as contributors to an emerging national preservation strategy. As the early idea of a centralized national program has given way to a pattern of diverse programs with wide geographic distribution, it has become clear that coordination of plans and activities is essential. The "Conference of Cooperative Preservation Programs" promoted communication among these centers, began the development of plans for sharing resources, identified needs and explored ways of meeting those needs, and articulated positions on national developments affecting preservation.

The invitational conference was hosted by the Northeast Document Conservation Center and funded by the National Endowment for the Humanities. Participants represented cooperative preservation programs on the national, regional, and state level, and included observers from NEH and the Council on Library Resources. Most of the participating centers provide educational programs, information, and consultation; some offer services such as laboratory conservation and preservation microfilming.

The official statement of the conferees follows.

Cooperative preservation programs contribute significantly to improved preservation efforts. They promote an awareness that documentary resources (including books, manuscripts, archives, and nonprint media) are at risk, due to inherent chemical and physical instability, adverse environmental conditions, and inappropriate handling practices. At a time when personnel to staff local preservation programs are in short supply, regional centers have made effective use of ex-

Participants in the Conference of Cooperative Programs. From left: Jeffrey Field (NEH), Barclay Ogden, Rebecca Winkle, Andrew Raymond, Barbara Zucker, Richard Belding, Sally Roggia, Connie Brooks, James Cogswell, Merrily Smith, Lisa Fox, Abbey Shaw, Carolyn Morrow, and Christine Ward. In front from NEDCC: Victoria Cunningham, Mildred O'Connell, Ann Russell, and Sandy Pomeroy.

isting expertise to provide consultation and training to librarians, archivists, and curators in methods of prolonging the useful life of their collections. Through cooperative treatment centers, institutions have access to services that many local repositories have neither the facilities nor the expertise to perform. Continuation and further development of cooperative programs will enable more repositories to have access to preservation and conservation services and expertise.

As the number of regional cooperative preservation programs grows, it becomes increasingly important to coordinate planning and program activities nationwide. Existing programs should build on strengths to establish unique areas of service and expertise. When appropriate, expertise and products should be shared in order to minimize unnecessary duplication of effort. Strategies for cooperation and coordination among the centers should include activities such as: joint development and/or sponsorship of workshops and other training programs; coordinated planning and support of microfilming projects and services; assessing of the need for conservation treatment services; and cooperative assessment and support of technological solutions to preservation programs.

While coordination of existing programs will contribute much to building an effective national preservation strategy, further concerns must be addressed.

1. New cooperative programs must be established in areas where preservation needs cannot now be met locally; and existing cooperative preservation programs will provide valuable sources of counsel and expertise in the development of such new centers.

2. Preservation education programs (such as that at Columbia University) leading to a certificate and/or degree must be supported and others need to be established.

3. Short-term training and education should continue and be expanded and additional, in-depth training opportunities should be developed.

4. Research and development projects must be sponsored at appropriate scientific facilities to investigate and evaluate the application of science to preservation problems.

5. While research and development into information preservation technologies such as optical and video disk are ongoing, proven methods such as microfilming must receive continued support so that the content of endangered materials will be preserved.

6. The development and/or adoption of standards by national organizations such as the American National Standards Institute provides a valuable service to the preservation profession and should continue.

7. Regional centers are committed to advocacy efforts that will make preservation a higher priority for local institutions, legislative bodies, and funding agencies. This support should include funding of field services that cannot be provided on a cost recovery basis.

Adopted this 25th day of October, 1985, in Andover, Massachusetts, by:

University of California-Berkeley, Preservation Implementation Project, Barclay Ogden

Conservation Center for Art and Historic Artifacts, Abby A. Shaw

Illinois Cooperative Conservation Program, Barbara Zucker

Kentucky Department for Libraries & Archives, Richard Belding

Library of Congress National Preservation Program Office, Carolyn Clark Morrow and Merrily A. Smith

Mid-Atlantic States Cooperative Preservation Service, James Cogswell

Midwest Cooperative Conservation Program, Sally Roggia

New York State Archives, Christine Ward

New York State Library, Conservation/ Preservation Program, Connie Brooks

Northeast Document Conservation Center, Ann Russell and Mildred O'Connell

Ohio Cooperative Conservation Information Office, Rebecca Winkle

Society of American Archivists Basic Conservation Program, Andrew Raymond

SOLINET Preservation Program, Lisa L. Fox

As the result of two days of discussion, participants in the conference agreed to continue communicating and exchanging information and to meet again in December 1986 at the Library of Congress.

Ann Russell, director of the Northeast Document Conservation Center, and Jeffrey Field, assistant director of the NEH Office of Preservation, discuss the details of a conservation treatment during a tour of NEDCC facilities.

Digital Image Applications Group: A Forum for Exchange

In early spring 1984, a group of federal employees met and decided a forum was needed for the exchange of information concerning the rapidly evolving fields of image processing and digital optical disk technology. The group suggested a user/vendor group be established and created an organization they named the Digital Image Applications Group (DIAG). Robert M. Warner, at that time the Archivist of the United States, agreed to sponsor DIAG, and support for DIAG at the National Archives has continued.

DIAG was established to "provide for and assist in the dissemination and exchange of information and ideas regard-

ing applications involving the conversion of human readable images to digital formats, and storing and retrieving them." DIAG is an informal organization with two levels of membership: full members are federal users of digital image technology; and associate members are industry counterparts, in either the user or vendor community.

An organizational meeting was held April 30, 1984, at the National Archives, and subsequent meetings have included presentations and updates on the Library of Congress Optical Disk Pilot Program; the Internal Revenue Service FAISR (Files Archival Image Storage and Retrieval) project to explore an alternative system for storing and retrieving tax returns; the U.S. Patent and Trademark Office project to automate the patent system and convert patent records and supporting documentation to optical disk; and the early mass storage study effort performed at the U.S. Geological Survey—among others. Vendor presentations have included Terminal Data Corporation's high speed paper scanner, Eikonix's high resolution scanner, the testing efforts performed at METRE Corporation, a demonstration of the FILENET system, and the introduction of the SONY SIOS system.

In addition to presenting and discussing technologies, DIAG also addresses problems and solutions in the areas of preservation, communications, indexing, document preparation and scanning, demand printing, document delivery, records management, and contractor liaison. The emphasis of the meetings to date has been on large systems, because that is where most of the activity has taken place in the field.

DIAG has gradually grown to over four hundred members and associate members. A newsletter keeps members informed of meetings. Persons interested in applying for membership should contact William Hooton (Chair) at the National Archives (202) 523-1546, or Felix Krayeski at the Library of Congress (202) 287-6029.

The Federal Council on Computer Storage Standards and Technology (FCCSST) has also been created and is sponsored by the Institute for Computer Sciences and Technology at the National Bureau of Standards (NBS). This group is primarily concerned with the investigation of the development of guidelines and standards for use and evaluation of systems and media, not only for current use but archival materials. FCCSSAT also welcomes participation, and interested persons should contact Jean Freedman at NBS. (301) 921-3165.

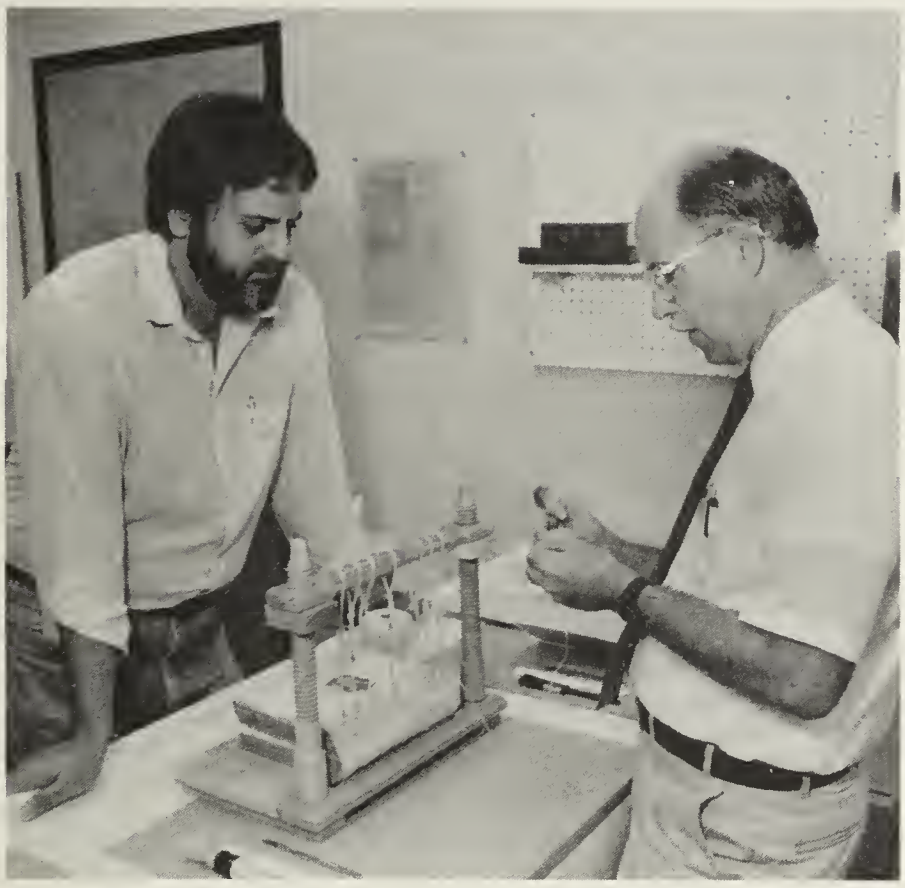
[Felix Krayeski]

FSU's Library School Offers Conservation Lab Course

The School of Library and Information Studies at Florida State University in Tallahassee recently opened a dedicated classroom for the use of students enrolled in a conservation lab course. The primary purpose of the lab course is to enable students to practice techniques learned in a graduate course on the preservation of library materials taught by associate professor John N. DePew. The classroom lab is provided with the equipment necessary for performing simple conservation and repair procedures.

Skills practiced in the lab include surface cleaning and encapsulation of paper, construction of protective enclosures, paper and textblock repair, recasing, and pamphlet binding. Dr. DePew attended "Library Preservation: Fundamental Techniques," a five-day hands-on institute sponsored by the Library of Congress and the American Library Association to learn these and other procedures. Many of the techniques demonstrated at the institute are taught in the lab.

The course emphasizes the need for exercising appropriate judgement in the ap-



Dr. DePew discusses a sewn book structure with Marty Levitt, a student in FSU's School of Library and Information Studies. Although hand bookbinding is not part of the curriculum of the lab course, the experience of hand sewing sections of book pages together to form a complete text block enhances a student's understanding of traditional book structure, its strengths and weaknesses.

plication of conservation procedures on research materials. For example, students are taught to use only reversible techniques on materials that may be kept permanently in library collections. The procedures in the laboratory presently concentrate on print materials; as resources become available, the School hopes to demonstrate and teach the techniques that extend the useful life of nonprint materials as well.

As a prerequisite to the lab course, the School's preservation course covers the causes of deterioration of library materials, strategies for retarding the rate of deterioration, care and handling of collections, developing preservation programs, surveying collections, and disaster prevention and planning. The latter involves the preparation of a disaster plan for an actual library by a team of students. The preservation problems of nonprint and magnetic media are studied in addition to those of traditional print and paper base materials.

Florida State University has committed resources to developing the preservation course and lab because of the increasingly serious problem of preserving library collections. While library schools have done a good job of teaching students the theory and practice of selection, acquisition, processing, and use of information resources, they have often neglected the equally important responsibility of insuring the physical well-being of information packages. The School takes this professional function seriously, not to preserve for preservation's sake, but to enhance the availability of information for all library patrons.

[John N. DePew]

AALL Preservation Committee

In June 1983 the American Association of Law Libraries established the Preservation Standing Committee of the Technical Services Special Interest Section.

In its first two years, the Committee sponsored two programs and a full-day workshop, all held during AALL annual meetings. In 1984, Sally Buchanan, then of Stanford University, spoke on "Administering the Library Preservation Program," and discussed the basic steps in managing an in-house program. Also in 1984, John Dean, then of Johns Hopkins

University, led a workshop on setting up a preservation program, including hands-on demonstrations of basic conservation procedures.

The 1985 program, "Physical Properties of Books: Some Perspectives," was a panel presentation with Jan Merrill-Oldham of the University of Connecticut and representatives of Kingsport Press and Lindenmeyer Paper Company. The latter two expressed little hope for improved library bindings and alkaline paper so long as the demand for large quantities of books necessitates high-speed operations which are inconsistent with high quality. In contrast, Merrill-Oldham offered solutions to the preservation problems we all face. She suggested that we communicate with publishers and reprinters about library paper needs, become involved in cooperative microfilming and mass deacidification efforts, and encourage use of the ANSI standards. Audio cassette tapes of these programs are available from Mobiltape Company, Inc., 1741 Gardena Avenue, Glendale, CA 91204.

The Committee will sponsor programs at the July 6-9, 1986, annual meeting in Washington, D.C., on the topics of mass deacidification and preservation surveys.

One Committee project surveyed AALL members to determine the number of preservation programs in law libraries. While only 8 percent of the responding libraries had formal programs, 60 percent took care of minor repairs in-house. Continuing projects include writing a model disaster preparedness plan, compiling a list of supplies and equipment for librarians starting in-house programs, and lobbying law book publishers and reprinters on the need for durable bindings and permanent paper.

Current news of the Preservation Committee is reported in the *Technical Services Law Librarian* which is published quarterly and indexed in *Legal Information Management Index*.

[Patricia Denham]

Pilot Training Project To Be Conducted by NIC

The National Institute for the Conservation of Cultural Property (NIC), in cooperation with the American Association for State and Local History (AASLH) and the American Association of Museums, is conducting a three-year project to develop an interdisciplinary program to train collections care and maintenance specialists in museums. Such programs, held on a continuing basis around the country, would develop expertise to help bridge the gaps among responsibilities for conservation, curation, and registration. The project is being funded by the Bay Foundation, which will provide administrative funds to NIC and grants of $35,000 per year for three years to the four museums selected to conduct the pilot training programs.

The project will produce training materials, methodology, and curriculum for a one-year program to train 10 to 15 students. An advisory panel will choose four project museums from the nine museums that have been invited to submit proposals. Project directors will produce a training manual to assist museums in conducting similar programs. The manual, to be published by AASLH, will be flexible enough to accommodate differences among institutions, and its format will allow for periodic updating.

Although variations in the development of the pilot programs are expected and encouraged, participating museums will be asked to incorporate certain common elements into their programs. The training must combine the expertise of staff from different disciplines and be available to institutions within the museum's region. Students selected for training must demonstrate a commitment to the museum field and be sponsored by their institutions, and the training must cover six specific areas of collections care and maintenance.

The Preservation Research and Testing Office

When the Library of Congress created the Preservation Office in the fall of 1967, it realized that a constant commitment to scientific research was essential for the support and advancement of the Library's preservation program. A consistently vigorous in-house research effort was needed to develop lasting solutions to preservation problems that had long confronted the library world.

After several years of careful planning, the Library established the Preservation Research and Testing Office (R&T) in 1971 and Dr. John C. Williams was appointed as the Research Officer. The Council on Library Resources provided funds for the purchase of laboratory equipment. The mission of R&T was to provide scientific and technical support for the Library's preservation program and to undertake research to address complex technical questions that would benefit the entire library and archival community.

Since its beginning, R&T's facilities, as well as its technical capabilities, have grown considerably. It is now staffed by a team of five scientists led by Dr. Chandru Shahani, Research Officer since November 1982. In addition, the Mellon Foundation supports an intern in conservation science, a program initiated in 1984 to attract young scientists into the preservation field.

Located in the new James Madison Memorial Building, R&T's facilities include a spacious main laboratory and three smaller, specialized laboratories. These include a Materials Analysis Laboratory, established in 1983 to enhance and extend some of R&T's capabilities with state-of-the-art instrumentation. New equipment includes an X-ray fluorescence spectrometer, which permits nondestructive chemical analysis of library materials; a scanning electron microscope, which has greatly extended the capability for examining the microstructure of materials; and a

Senior scientist Dr. Donald Sebera operating the scanning electron microscope to examine the microstructure of materials.

Fourier transform infrared spectrometer, which facilitates the characterization of a variety of materials and their degradation products.

The major activities of R&T include fundamental research into the chemical and physical characteristics of library materials, development of long-term solutions to preservation problems, technical support to the Library's custodial units and the Conservation Office, development of specifications for all preservation-related materials required by the Library, and quality control testing of such materials upon procurement.

Chemist Frank Hengemihle working with thermal analysis equipment to monitor the loss in weight of material as it is heated. R&T is investigating the potential of this technique to supplement data from accelerated aging experiments.

In their constant effort to develop a scientific and technological basis for preservation programs in libraries and archives, R&T scientists are involved in many diverse activities. Besides formal professional contributions and work on national standards committees, they strive to maintain informal contact with concerned professionals in libraries, archives, scientific institutions, and with manufacturers of library materials.

Over the past fourteen years, R&T has made significant and original contributions to library and archive preservation. These have included the development of polyester film encapsulation for the physical protection of fragile paper and the use of methyl magnesium carbonate for nonaqueous deacidification of paper. Each of these works has had a major impact on preservation practices in libraries and archives. R&T scientists have also developed a process for the gaseous mass deacidification of books with diethyl zinc (DEZ).

For the past decade, R&T has directed a major effort towards the development of the DEZ process. Intensive laboratory experimentation in conjunction with several pilot plant tests at NASA's Goddard Space Flight Center has enabled R&T scientists to refine and optimize the process. Two large-scale tests in 1978 and 1982 served to establish the feasibility of the process, and designs have now been finalized for the construction of a DEZ mass deacidification plant at Fort Detrick in Frederick, Maryland. The facility will be large enough to treat half a million books per year and will provide a major underpinning for the Library's preservation program.

In addition to the DEZ effort, R&T scientists have continued to work on other problems of interest to custodians and conservators. In a recent study, the effect of copper and iron compounds on the permanence of paper was investigated. This study indicated that besides neutralizing acidity in paper, the deacidification treatment may also inhibit the degradative influence of copper and iron contaminants.[1]

A 1979 investigation of the effects of wash water on the strength of paper by Norvell Jones and Lucia Tang had shown that papers washed in distilled or deionized water may age faster than

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[1] Chandru J. Shahani and Frank H. Hengemihle, "The Influence of Copper and Iron Contaminants on the Permanence of Paper." *Preservation of Paper and Textiles of Historic and Artistic Value.* Washington, D.C.: American Chemical Society, Advances in Chemistry Series No. 212, 1986.

those washed in Washington, D.C. tap water.[2] However, washing in tap water can also introduce copper, iron, and manganese impurities into paper, which are known to accelerate its degradation. Lucia Tang suggested washing paper with deionized water into which is fed a controlled stream of dilute calcium hydroxide. R&T staff have now developed a simple and economic single-step treatment which enables conservators to replace transition metal impurities in tap water with beneficial magnesium or calcium compounds. Single batches of tap water can be treated by simply stirring in small amounts of calcium or magnesium carbonate, or magnesium hydroxide. These basic alkaline earth compounds, which have limited solubility in water, serve to hydrolyze and precipitate copper, iron, and manganese contaminants, and the clear supernatant water obtained upon standing contains less than one part per billion. Paper samples washed with this water were seen to be more stable than those washed with deionized or untreated tap water. A process for the continuous treatment of tap water, based on the same principle, is presently under investigation.

R&T's original work on encapsulation showed that acidic paper aged faster if enclosed inside a polyester envelope, but the aging of paper with an alkaline reserve remained unaffected by the encapsulation process (unpublished data, 1975). Due to practical and aesthetic constraints, conservators are often forced to encapsulate valuable paper artifacts without prior deacidification. Recent work by R&T has shown that insertion of a paper with an alkaline reserve in the same envelope greatly extends the stability of an encapsulated, acidic paper. The best solution by far, however, is still the deacidication of paper before encapsulation.

With the Materials Analysis Laboratory equipped and most of the research and developmental work for the DEZ process completed, the Library's preservation research effort is developing in important new directions which will continue to benefit the library community.

Dr. Chandru Shahani, research officer, Preservation Research and Testing Office.

[2] L. C. Tang and N. M. M. Jones, "The Effects of Wash Water Quality on the Aging Characteristics of Paper." *Journal of the American Institute for Conservation* 18,2 (Spring 1979):61-81.

Optical Disk Update

Testing the Disk: Predictions of Longevity

A major research goal of the Library of Congress Optical Disk Pilot Program is to evaluate optical disk technology as a preservation medium. In the Preservation Testing Project within the pilot program, the Library is now focusing on developing methods to measure and monitor the quality of the electronic information stored on optical digital disks as well as the physical characteristics of the disks. Some testing of analog videodisks may

also be done, particularly in cooperation with other organizations.

The Library already makes extensive use of archival microfilm to transfer deteriorated materials to a secondary preservation format possessing a predictable and tested longevity. Before it can consider transfer of print materials to optical digital disk for the purpose of preserving in perpetuity the information contained in the original, the preservation parameters of the disk will have to be tested extensively. William Nugent, Assistant Director of the Automated Systems Office, heads the disk testing project within the pilot program. Consulting engineer Gary Collins is assisting the Library in planning and implementing a program for physical testing of the disks with a special emphasis on monitoring changes over time and when subject to different environmental stresses.

To date the optical disk industry has not been concerned with lifetimes as long as those needed by libraries and archives; their investigations have aimed for lifetimes only in the order of ten to fifteen years. On the other hand, the use of optical disks as a storage medium in libraries and archives is so new that accurate testing to support longer term predictions has not yet been conducted. Before optical digital disks can be used with confidence as a preservation medium, systems to measure and monitor the stability of the stored data must be devised. One preservation management strategy would involve using a system's error detection and correction capability to monitor data accuracy and thus be able to transfer all data well in advance of any serious data degradation. The accuracy of all measurements is critical because the electronic, digital data created by the imaging process may become the permanent record of the information, independent of the original. Evaluating the preservation potential of optical digital disks requires shifting the major concern from the longevity of the medium or format to the long-term accuracy of the digital data or code.

The optical digital disks currently being used by the Library are glass disks twelve inches in diameter and capable of storing one gigabyte or eight billion bits of data on each side. Manufactured by Alcatel Thomson Gigadisc of France, the disks consist of a reflective thermo-alterable metal-polymer bilayer deposited on a glass substrate on which data are written and stored on top of a pregrooved and prerecorded data format. A transparent sealed protective shell on both sides forms a sandwich which can be plastic, as in the earliest manufactured disks, or glass, as are the production disks that the Library is now using.

Information is written to these disks when the laser heats the metal-polymer bilayer. The layer does not melt, but the polymer sublayer vaporizes and the resulting heat forms a deformation on the metallic surface. This deformation carries one bit of information that is encoded irreversibly on the disk. During reading, when the laser hits the bit, light is reflected and an on/off pattern of light pulses conveys the information in zero or one-digital signals. This results in a nondestructive reading of the data.

Life testing of disks will involve both physical or mechanical and electronic testing of the disks. *Physical* tests will include the degree of disk flatness and eccentricity and tests of the tracks and grooves. *Electronic* tests will involve monitoring changes in reflectivity and in the bit error rate using electronic error detection methods. Both blank and written disks will be tested before and after artificial aging at a high temperature and humidity, to simulate real life degradation over time at a normal temperature and humidity.

Additionally, the disk testing project will develop self-monitoring tests for each type of disk that the Library may use, so that each time a particular disk is read in the future, the disk itself will indicate if any problems are occurring. If so, the Library can consider copying all the disks

Basil Manns, chief engineer for the Optical Disk Pilot Program, holds a twelve inch glass optical digital disk. Right: the surface of an encoded optical disk photographed with the Library's electron microscope at 4000 times magnification.

in a group, or batch, or of a certain type. How frequently this is done will depend on how many disks the Library has accumulated and how labor intensive the copying will be. In later stages of testing, the project will consider optimum disk maintenance procedures and storage conditions, and develop procedures for the physical handling of disks. As in each part of the Pilot Program, the Library will share all information gatherered concerning optical disk longevity. A disk testing capability will always be needed for quality assurance testing of incoming blank disks, as well as continuous monitoring of written disks.

The Library is cooperating in standards development for optical disk technology and such standards will influence preservation testing. LC staff are involved in standards groups working toward compatibility for the purpose of interchangeability; standards are necessary if the market and the industry are to continue to develop, stabilize and ultimately thrive, thereby assuring the use of optical disk technology as both a viable original medium and suitable transfer preservation format.

Preservation Calendar

March 6–7

"Preservation Microfilming: Administrative Issues," Library of Congress, Washington, D.C. This institute is directed at librarians and archivists responsible for planning and authorizing preservation microfilming activities. The morning session will include a keynote address by **Nancy Gwinn** (Assistant Director of Collection Management, Smithsonian Institution Libraries) on the administrative issues of preservation microfilming; an overview of the

mechanics and workflow of preservation microfilming by **Myron Chace** (Photoduplication Service, the Library of Congress); and a presentation on preservation microfilming's interface with collection development by **Ross Atkinson** (Assistant University Librarian for Collection Development, the University of Iowa). The afternoon session will include case studies of six exemplary preservation microfilming models represented by the American Philological Association (**Roger Bagnall**), the Canadian Institute for Historical Microreproductions (**Guy Sylvestre**), the University of Michigan (**Margaret Byrnes**), the National Historical Publications and Records Commission (**George Vogt**), the Research Libraries Group (**Sherry Byrne**), and the U.S. Newspaper Project (**Jeffrey Field**). Following the case studies, two papers will be presented on aspects of planning, costs, and cooperative strategies by **Charles Willard** (Princeton Theological Seminary) and **Donald Kelsey** (University of Minnesota). The first day will conclude with a paper on the state-of-the-art and future challenges by **David Stam** (Andrew W. Mellon Director of the Research Libraries, the New York Public Library). The second day will include tours of LC preservation facilities and the Optical Disk Pilot Program. This institute is cosponsored by the Resources and Technical Services Division of the American Library Association, the Society of American Archivists, and the National Preservation Program Office of the Library of Congress. Contact Ann Menendez, ALA/RTSD, 50 E. Huron St., Chicago, IL 60611. (312) 944-6780.

April 14–17

"New Directions in Paper Conservation," Oxford, England. This tenth anniversary conference of the Institute for Paper Conservation is intended for conservators of books, documents, and works of art on paper. Participation is open to those interested in updating their knowledge of the theory and practice of paper conservation. Contact Alan Howell, Conference Secretary, Geological Society, Burlington House, Piccadilly, London W1V OJU, England.

June 27

"Preservation for Collections Managers," a preconference to the 1986 conference of the American Library Association, New York City. This preconference is designed to familiarize collection development managers and subject specialists with the basic techniques and terminology of preservation, and to provide up-to-date information on preservation options and guidance on implementing preservation programs. **Karin Wittenborg** (University of California at Los Angeles) will give the keynote address on the relationship of collection development to preservation, followed by a slide presentation on preservation problems by **Carolyn Clark Morrow** (Library of Congress). Four concurrent workshops will be presented on the topics of replacement/reformatting by **Margaret Byrnes** (University of Michigan), library binding by **Gay Walker** (Yale University), conservation treatment and repair by **Jan Merrill-Oldham** (University of Connecticut), and prospective and preventive preservation by **Barclay Odgen** (University of California, Berkeley). Participants will have an opportunity to attend all four workshops as well as a problem solving practicum led by **Sherry Byrne** (Columbia University). **Jutta Reed-Scott** (Association of Research Libraries) will present a final paper on developing and implementing an effective preservation program. The preconference is cosponsored by the Preservation and Resources sections of the Resources and Technical Services Division of ALA and the City University of New York Graduate Center Library. Registration will be limited to 100 participants. Contact Ann Menendez, ALA/RTSD, 50 E. Huron St., Chicago, IL 60611. (312) 944-6780.

Publications

Preservation Education in ARL Libraries **by Jan Merrill-Oldham.** SPEC Kit #113, April 1985.

Binding Operations in ARL Libraries **by Don Lanier.** SPEC Kit #114, May 1985.

Organizing for Preservation in ARL Libraries **by Irene P. Godden and Myra Jo Moon.** SPEC Kit #116, July-August 1985.

The Systems and Procedures Exchange Center (SPEC) is a clearinghouse operated by the Association of Research Libraries, Office of Management Studies (OMS) that provides timely information and materials on the management and operations of large academic and research libraries. SPEC Kits are published ten times per year and include topically arranged groupings of unedited primary source documents that illustrate alternative approaches to specific issues.

Three new SPEC Kits pertaining to preservation clearly illustrate the state of preservation program development in research libraries. They will be especially useful for libraries launching preservation programs or engaged in ARL/OMS preservation planning self-studies. SPEC Kit #114 on binding includes materials from eighteen libraries that exemplify state-of-the-art binding practices. The kit relects a new awareness of binding in the context of a comprehensive preservation program—particularly as it relates to decision-making for individual items and groups of items. Another trend noted and documented is an increase in the number of binding options employed, including expanding use of in-house methods of physical treatment that are coordinated with commercial binding options.

SPEC Kit #113 on preservation education includes materials solicited from a survey sent to thirty-five ARL members who were known to have active preservation programs. The Kit includes selections of materials used in educational activities designed for staff, readers, donors, and senior administrators. Sample materials are included on policies that shape preservation decision-making, staff orientation, general care and handling, specific topics such as disaster response or exhibits, and in-house procedures or policies. A number of effective examples are included that alert a larger audience to the preservation problem (such as posters, bookmarks, and articles in student and faculty publications), as well as appeals for support from donors and selections from exhibit catalogs.

SPEC Kit #116 on organizing for preservation identifies the ways research libraries are integrating new preservation initiatives into exisiting library structures. The Kit includes initial planning statements, rationales for program placement, organization charts, and job descriptions. While no *definitive* organizational pattern has emerged, the creation of a separate preservation department with librarywide responsiblity for preservation policy and procedures is evident, and the recent trend suggests an alliance between collection development and preservation.

SPEC Kits are available by subscription, or individually for $20 prepaid from SPEC Center, ARL/OMS, 1527 New Hampshire Ave., N.W., Washington, D.C. 20036.

Positions Available

Administrative Librarian/Head of Preservation Section, GM-1410-13/14, Reference Services Division, National Library of Medicine.

Incumbent of this new section is to direct the implementation of and provide a focal point for the National Library of Medicine Preservation Plan. Specifically: oversees the development of preservation policies and procedures, with special attention to preservation priorities; initiates and manages contract actions for preservation activities; periodically evaluates effectiveness of preservation programs under direction of the section; identifies budget and staffing needs; supervises a staff of 2-3 professionals and 3-5 paraprofessionals; and represents NLM in cooperative programs with other national libraries, research libraries, biomedical libraries, and foreign institutions including national libraires. As a technical expert: evaluates developments in preservation techniques, equipment, supplies, and programs, and provides consultation and guidance to biomedical libraries and other medical specialty groups on state-of-the-art preservation issues and methods.

Qualifications; Applicants must have completed all requirements for a Master's Degree or two full years of graduate study in library science, or have a total, in some combination, of not less that six years of appropriate college-level education, training, and/or professional library experience. In addition, a minimum of one year of professional experience in librarianship, which included the performance, supervision, or administration of one or more major functional areas of librarianship, is required. At least one year of the required experience must have been at a level of GS-12 in the federal service.

Salary: minimum $37,599. Standard Federal Civil Service benefits package.

To apply: Send a completed form SF-171, Personal Qualifications Statement, a narrative discussion of the type of work performed which concisely addresses the knowledges, skills, and abilities required for this position and a current Notice of Eligibility from the Librarians or Senior Level Register of the U.S. Office of Personal Management (OPM) to: Ms. Eunice Fairchild, National Library of Medicine, National Institutes of Health, Public Health Service, Building 38, Room 2N-17, 8600 Rockville Pike, Bethesda, MD 20894. Interested applicants who do not have a Notice of Eligibility may obtain forms and assistance by contacting either Ms. Fairchild or Ms. Marilyn Apolito at (301) 496-4943.

Closing date: February 28, 1986.

News and Notes from NPPO

DEZ Update

A scaled-down version of the Library's diethyl zinc (DEZ) mass deacidification process has been installed at NASA's Goddard Space Flight Center in Greenbelt, Maryland. The facility will permit testing of engineering aspects of the DEZ process to assist in final decision-making on specific equipment to be pur-

Standing in front of the treatment chamber at the DEZ Developmental Test Facility are from left: Peter Sparks, director for Preservation; John Broderick, assistant librarian for Research Services; John Packard, DEZ project supervisor for Northop Services, Inc.; and William J. Welsh, Deputy Librarian of Congress. Books in the chamber have been connected to temperature sensors for a test that will help establish critical process parameters.

chased for the large-scale plant to be built at Fort Detrick near Frederick, Maryland.

The small-scale facility was designed by the same team that designed the large-scale facility. The team includes mechanical and chemical engineers at Northrop Services, Inc., in cooperation with scientists in the Preservation Research and Testing Office, and Sy Friedman, a consulting engineer with extensive experience in process and plant design.

The layout for the small scale facility is similar to that of the large scale facility—the control room, chamber room, and equipment room are separate. Most of the equipment being used is "off-the-shelf." Through the tests being conducted, final DEZ process perameters will be defined. For example, testing will demonstrate which of two distillation units will perform better, cost less, and be maintained more easily. "Distillation and recycle" is an essential step that puts gaseous DEZ into the chamber and recaptures unused DEZ and recycles it for later use. Testing will also determine the best design for the carts that will hold the books while they are being treated in the chambers.

The small-scale facility will be relocated within the Fort Detrick plant (scheduled for start-up in late 1987) and will become the plant's Developmental Test Facility. With a test facility on-site, the Library will be able to conduct tests to enhance the process, develop procedures for treating nonbook materials such as maps and manuscripts, and explore additional vapor phase technologies with preservation applications.

Vienna Conference Program Finalized

Forty-one speakers from twenty-two countries will be on the program of the first international conference on Preservation of Library Materials to be held in Vienna, Austria, April 7–10, 1986. The conference is sponsored by the Conference of Directors of National Libraries (CDNL), in cooperation with the International Federation of Library Associations

and Institutions (IFLA) and the United Nations Educational, Scientific, and Cultural Organization (UNESCO). Approximately one hundred directors of national libraries and experts responsible for preservation will be invited to attend.

The program, to be held at the National Library of Austria, will begin on Monday, April 7, with opening ceremonies at the National Library, followed by a dinner and speech by Dr. Herman Liebaers, Belgium, former president of IFLA. The first full day of the conference will be devoted to **Preservation Policy World-Wide**, chaired by Mr. William J. Welsh, Deputy Librarian of Congress, U.S.A. Mr. Welsh will begin the day by discussing "Elements of a Worldwide Preservation Policy," followed by a panel discussion on "Collection Policies and Preservation" with panelists from the United Kingdom, Japan, India, and The Gambia. Presentations on "General Approaches to Planning for Preservation" (Ms. Marianne Scott, National Library of Canada), "Surveying National Preservation Needs and Policies" (Dr. N. Kartashov, Lenin State Library, U.S.S.R.), and "Disaster Planning" (Mr. J. E. McIntyre, National Library of Scotland) will conclude the morning. The afternoon will be devoted to issues of preservation in original format and format conversion. Mr. David W. G. Clements (British Library) and Mr. E. Braches (Universiteits-Bibliotheek, The Netherlands) will discuss policy and options for preservation in original format, and Mr. Lewis H. Brown (S. D. Warren Company, U.S.A.) will consider the role paper quality plays in preserving library materials. "Policy for Format Conversion: Choosing a Format" will be addressed next by Mr. Michael Roper (Public Record Office U.K.). The afternoon will end with presentations on "International Standards for Microforms" (Mr. Don Avedon, Executive Director, International Information Management Congress, U.S.A.) and "International Bibliographic Control of Microforms" (Miss Marie-Louise Bossuat, Bibliothèque Nationale, France).

The second day of the conference will consist of concurrent sessions on the following topics: "Administrative Organization of Preservation Activities in a Library" (Dr. D. E. K. Wijasuriya, National Library of Malaysia), "Conservation Treatment of Rare Books" (Dr. Helmut Bansa, Bayerische Staatsbibliothek, Federal Republic of Germany), "Environmental Control" (Mr. Timothy Padfield, Smithsonian Institution, U.S.A.), "Organizing and Implementing a Preservation Microfilming Program" (Ms. Helen Poe, U.S. Library of Congress, India), "Conservation Treatment of Paper" (Mr. Ove K. Nordstrand, The Royal Library, Denmark), "Copyright Aspects of Reproduction" (Mr. Henry Olsson, Ministry of Justice, Sweden), "Conservation Treatment of Newspapers" (Dr. Wolfgang Wächter, Deutsche Bücherei, German Democratic Republic), "Financial Support for Preservation Activities" (Mr. Charles Kecskemeti, International Council on Archives, France), "Approaches to Training in Preservation/Conservation" (Mrs. Jeanne-Marie Dureau, École Nationale Supérieure des Bibliothèques, France), "Storage and Handling of Audio and Magnetic Materials" (Dr. Harald Heckmann, Deutsches Rundfunkarchiv, Federal Republic of Germany), "Coping with Disaster" (Dr. Anna Lenzuni, Biblioteca Nationale Centrale, Italy), "Storage and Handling of Book Materials" (Ms. Merrily A. Smith, Library of Congress, U.S.A.), "Storage and Handling of Photographic Materials" (Mr. Klaus B. Hendriks, Public Archives of Canada), and "Fumigation" (Dr. Thomas A. Parker, Pest Control Services, U.S.A.). Tours of the Austrian National Library's Conservation Laboratory and fumigation facilities will also be available.

Conference participants will reconvene in a plenary session for the final day of the meeting, beginning with a session on **Cooperation in Preservation**, chaired by Dr. Magda Strebl, General Director, National Library of Austria. Speakers from Australia, Venezuela, Federal Republic of Germany, and the United States will describe cooperative preservation ac-

tivities in their country or region. In addition, Adam Wysocki, Programme Development Officer of IFLA, will outline the goals and organization of the IFLA core program on Preservation and Conservation (PAC). The afternoon session, moderated by Dr. Peter G. Sparks, Library of Congress, U.S.A., will focus on **Emerging Technologies in Library Preservation**. Dr. Sparks will discuss the importance of technology for solving the challenges of library preservation, and presentations will be given on paper strengthening (Prof. Otto Wächter, National Library of Austria; and Mr. David W. G. Clements, The British Library), mass deacidification (Mr. Jean-Marie Arnoult, Bibliothèque Nationale, France; Ms. Marianne Scott, National Library of Canada; and Dr. Peter G. Sparks, Library of Congress, U.S.A.), and optical disk technology (Mr. Joseph W. Price, Library of Congress, U.S.A.). The meeting will close with a summarizing speech by Mr. Rutherford D. Rogers, Yale University Librarian, retired, U.S.A.

[Merrily A. Smith]

From the Mail Bag . . .

Inquiry: I recently purchased pressure-sensitive labels that were advertised by the vendor as "acid free." Tests I conducted showed that the labels were slightly acidic. Can the Preservation Office perform further tests on these labels, and/or test similar labels, to determine if they are, in fact, acid free? Acid free labels would be appropriate for many uses and are something a number of preservationists have been waiting for. I have received many inquiries about where to obtain such items, and am reluctant to recommend this product. Is it suitable for archival applications?

[C. S., Omaha, Nebraska]

Response: Although the Library's Preservation Research and Testing Office routinely performs quality control testing of various products, constraints dictated by limited staff and commitment to other projects prevent the testing of products that the library does not routinely use.

I agree that products should not be marketed as acid-free if they are not, and I share your concern that products be accurately represented and that only the best and most appropriate be used in archival applications. In considering a pressure-sensitive label for archival use, a number of questions must be asked, of which level of pH is only one. For example, does the adhesive adhere for the desired length of time to the substrate to which it is attached? Does it migrate into the board or paper with time? Does it flow around the edges of the label and, with time, cause the label itself to become transparent or to exhibit other undesirable effects? Does the paper of the label remain white as it ages? Does it cause any noticeable change in adjacent papers or in papers with which it is in immediate contact? If these questions can be answered satisfactorily by the manufacturer, it may not matter if the pH of the product is not equal to or greater than 7. Certainly, the label should not be very acidic; but if the pH is between 6.0 and 7.0 it might not make any difference if its intended use is on a box, file folder, or envelope.

The decision of whether or not to use the labels depend on their intended application. They may be perfect box labels, but they would be anything but "perfect" if, for example, they were attached directly to archival documents or to manuscripts—not so much because they may be acidic, but because pressure-sensitive adhesives are only removable in solvents that often have a negative impact on certain inks and papers.

[Merrily A. Smith]

International Organizations Meet to Discuss Areas of Cooperation

Representatives of the International Federation of Library Associations and In-

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stitutions (IFLA), the International Council on Archives (ICA), and the International Federation for Documentation (FID) met in Veldhoven, Holland on October 13–16, 1985, to discuss possible technical cooperation among the three organizations. The topics addressed were preservation and conservation, automation, and information resources for industry. In the Preservation and Conservation Working Group representing IFLA were Adam Wysocki, Chairman, Programme Management Committee, IFLA; Peter G. Sparks and Merrily A. Smith, Library of Congress, U.S.A.; and Jean-Marie Arnoult, Bibliothèque Nationale, France. Representing ICA were Carmen Crespo Nogueira, Centro Nacional de Conservación y Microfilmación, Spain; and Andrew M. Broom, Scottish Record Office, Scotland. Representing FID was Emilia Currás, Universidad Autónoma de Madrid, Spain. The working group prepared drafts of projects and studies to be submitted to UNESCO for approval. These included a project to conduct a world survey to address the general condition of archive and library collections, identify existing facilities for preservation and conservation, and assess preservation and conservation staff needs. A list of proposed studies and guidelines on different aspects of the preservation and conservation of documents, and the management of documents and current documentary collections was also drawn up. In addition, the working group decided to invite the International Standards Organization TC46 to establish a committee on the subject of international standards for conservation, and recommended that priority attention should be given to issues of permanence and durability of library and archive materials.

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NATIONAL
PRESERVATION
NEWS

No. 4 April 1986

A Newsletter of the National Preservation Program Office — *The Library of Congress*

Statewide Planning for Preservation: the New York Experience

The deterioration of New York's historical records and unique research materials is the topic of a report to be issued this summer. *Our Memory at Risk: A Report and Recommendations by the New York Document Conservation Advisory Council* is the product of a three-year project cosponsored by the State Archives and State Library and funded in part by the National Endowment for the Humanities (NEH). The report will highlight the problems faced by historical records repositories and explain why *all* New Yorkers have a direct interest in the preservation of unique research resources. Most importantly, *Our Memory at Risk* will recommend actions necessary to address and resolve many of the problems that affect the survival of information of enduring value to the citizens of the state.

A statewide conference to be held May 15, 1986, will provide a forum to discuss the draft report and the implementation of the recommendations. The conference will bring together leaders from New York's historical records repositories, libraries, government agencies, historical service organizations, educational institutions, and the State Legislature—all who share a concern for the preservation of New York's recorded past. John Agresto, Acting Chairman of NEH, will deliver the keynote address. Frank Burke, Acting Archivist of the United States and Chair of the National Historical Publications and Records Commission, will speak at the conference luncheon. A panel of nationally known preservation experts including Margaret Child of the Smithsonian Institution Libraries; Jeffrey Field of the Office of Preservation of NEH; Howard Lowell, who directed the State Archives Preservation Assessment Study for the National Association of Government Archives and Records Administrators; and Carolyn Clark Morrow of the National Preservation Program Office at the Library of Congress will discuss the report and the implications of its recommendations from a national perspective. Conference attendees will also participate in small group discussions.

Both the conference and the report seek to draw the attention of all New Yorkers to the urgent and critical task of preserving historical records and unique research resources. The conference will help to set an agenda for future action and bring together key parties who must cooperate to carry out that agenda.

New York's preservation planning project has been guided throughout by the New York Document Conservation Ad-

visory Council (NYDCAC), codirected by Larry Hackman, State Archivist, and Roberta Cade, Director of the Division Library Development of the State Library. In 1984, the project sponsored four preservation planning and management workshops for administrators of archives, historical agencies, libraries, and local governments. Each two- to three-day workshop also provided an opportunity for the project managers to discuss preservation needs throughout the state.

After the workshops, the project managers drafted a summary of preliminary recommendations for action. These were circulated to workshop participants for comment and reviewed again at a series of regional meetings held in the spring of 1985 and in meetings of the Advisory Council. Questionnaires were also distributed to all workshop participants to obtain updated views on regional needs, statewide issues, and institutional preservation efforts.

During the summer of 1985, the project managers compiled the information and

Inadequate storage conditions exist in many New York institutions holding unique research resources. The absence of standards and guidelines for storage, handling, and conservation treatment is an area of need addressed by Our Memory at Risk.

opinions solicited throughout the planning process to produce a draft of *Our Memory at Risk*. The draft report is expected to provide the basis for much of the discussion at the May meeting and, it is anticipated, for action in the years ahead. For more information contact Christine Ward, Project Coordinator, New York State Archives, Cultural Education Center, Albany, NY 12230. (518) 474-5135.

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

The Library of Congress
National Preservation Program Office
LM G07, Washington, D.C. 20540
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Carolyn Clark Morrow, Editor
Merrily A. Smith, Contributing Editor

The paper used in this publication meets the minimum requirements of American National Standard for Information Sciences—Permanence of Paper for Printed Library Materials, ANSI Z39.48—1984.

CLR Establishes Commission On Preservation and Access

On March 19-21, 1986, the Committee on Preservation and Access of the Council on Library Resources (CLR) convened Forum III at Wye Plantation, Maryland, to discuss a means to solve the nation's "brittle book" problem. This meeting was preceded by two earlier meetings: Forum I was convened in 1982 by CLR, the

Association of American Universities, and the American Council of Learned Societies to identify and explore the primary issues facing research libraries and their users; Forum II was held in 1983 to discuss the national and regional aspects of collection development and preservation. Since 1984, CLR's Committee on Preservation and Access has been working to develop a realistic plan to preserve large quantities of library materials and find ways to encourage action.

Participants at Forum III included members of the Committee on Preservation and Access, representatives of organizations with an interest in preservation, and several members of the new Commission on Preservation and Access that will continue the work of the Committee. Participants reviewed the work of the Committee—paying special attention to proposals for program management and funding and the initial agenda of the Commission.

The Committee on Preservation and Access, during its own discussions, has gradually developed a set of assumptions and principles that has formed the foundation for its recommendations. These are set forth in *Brittle Books: Reports of the Committee on Preservation and Access*, available from the Council on Library Resources.

Given the evidence of past progress and a realistic understanding of the nature of the work to be done, the participants at Forum III agreed that the time is right to undertake a long-term, carefully planned effort to address the brittle book problem. Not to act will, in the final analysis, do irreparable harm to future generations. The ultimate goal is to create an accessible national collection of preserved materials, not to reconstitute the present collection of every library. To accomplish this goal, the level of present production of archival copies of deteriorated titles held by research libraries will have to be greatly increased and the work carefully coordinated to eliminate duplication of effort and to make the best possible use of available funds.

The Commission on Preservation and Access, proposed in the report of the Committee, was endorsed by Forum III participants as an appropriate body for management of the brittle books program. The magnitude of the assignment was underscored and participants urged that funding requirements for the Commission for three to five years of work not be underestimated. A National Advisory Council on Preservation, composed of representatives from organizations concerned with preservation, will advise the Commission.

There was agreement by the participants at Forum III that a long-term funding strategy will be required to support a large-scale preservation effort, and much of the Commission's effort will have to be directed to developing financial support. Special attention will be required to provide incentives for institutional participation. The case for collaborative action by libraries and institutions that are financially committed to preservation is a strong one. Promoting financial participation by institutions with less of a commitment to preservation, but with much to be gained over time through *access* to preserved material, will require specific attention.

To date, eight initial members of the Commission on Preservation and Access have been named including Millicent Abell (University Librarian, Yale University Libraries), Herbert Bailey (Director, Princeton University Press), Billy Frye (Dean of the Graduate School and Vice President for Research, Emory University), James Govan (University Librarian, University of North Carolina at Chapel Hill), Kenneth Gros Louis (Vice President, Indiana University), Carole Huxley (Deputy Commissioner for Cultural Education, New York State Education Department), Sidney Verba (Director, Harvard University Library), and William Welsh (Deputy Librarian of Congress).

[Council on Library Resources]

Commission on Preservation and Access Announcement of Staff Position

The newly formed Commission on Preservation and Access will soon begin to consider staffing requirements. The staff director will be responsible to the Commission and will play a primary role in shaping an effective brittle books program for the nation. Among the responsibilities will be developing and carrying out a complex funding plan, enlisting participation by libraries, and engaging the support of academic leadership and key disciplines. Suggestions concerning individuals with such capabilities and a successful administrative record should be sent to the Commission on Preservation and Access, c/o The Council on Library Resources, 1785 Massachusetts Ave., N.W., Washington, D.C. 20036.

Network Development Office Convenes Working Group

The Network Development and MARC Standards Office of the Library of Congress will hold a meeting May 12–13, 1986, in Washington, D.C., to discuss the types of information needed in the USMARC formats to support preservation decision making. Discussion will focus on categories of data, rather than on specific details of preservation procedures or processes. Funding for the meeting is being provided by the Council on Library Resources.

Information about a preservation decision made locally may affect the decision of another library to preserve a title, thus a national bibliographic system that can readily communicate what has been preserved at individual libraries is crucial to the development of a cooperative national preservation program. The Office expects to report on the results of the May meeting to the library community during the American Library Association conference in June in New York City, and will convene a second group to determine how the data categories identified best fit into the USMARC formats.

The Network Development and MARC Standards Office coordinates the technical and standards-related tasks required to link federal, multistate, and local systems into a national network. The Office is responsible for the maintenance and development of the family of MARC formats and of standards related to them.

NLM Preservation Update

As reported in the October 1985 issue of *National Preservation News*, the National Library of Medicine (NLM) has recently completed the preservation self-study developed by the Office of Management Studies (OMS) of the Association of Research Libraries (ARL) and described in *Preservation Planning Program: An Assisted Self-Study Manual for Libraries*. A survey conducted as part of NLM's study indicates that an estimated 8.8 percent (113,000 volumes) of NLM's printed collections are brittle. Data collected regarding temperature, relative humidity, light, and atmospheric pollutants at NLM show that environmental conditions in the Library are generally good and probably can be improved without great expense. NLM's preservation study has revealed problems that can be solved if NLM takes immediate action to establish a more comprehensive program.

After careful evaluation of available options, NLM's Preservation Planning Team recommended that NLM take the following actions to ensure the long-term availability of the scholarly record for biomedicine:

• **Modify the existing Board of Regents policy on preservation** to link NLM's preservation program more explicitly to its collections development guidelines; to clarify the Library's responsibility for the preservation of the content as opposed to the format of biomedical literature, and to define NLM's role in assisting in the

preservation of significant biomedical literature held by other U.S. libraries. NLM will assume primary responsibility for the preservation of the *core* biomedical literature that the Library collects at the comprehensive level and will share with other research libraries the responsibility to preserve literature in subjects related to medicine and health that NLM collects at the research level.

• **Establish a Preservation Section in the Reference Services Division** whose core will be formed by bringing together staff throughout the Library who now have preservation responsibilities. The new section will provide an operational focus for NLM's preservation program by initiating and managing the expansion of preservation activity; monitoring developments in preservation technology and selecting appropriate techniques for the collection; training staff and users in safe materials handling; developing cooperative preservation programs; and assisting in the identification of appropriate research projects. While the Preservation Section will have major responsibility for NLM's preservation operation, the History of Medicine Division will continue to perform important preservation activities related to the special historical collections.

• **Expand substantially the amount of preservation activity at NLM**, with immediate emphasis on obtaining mass deacidification services for the bulk of the paper-based collection, establishing a three to four-year program for microfilming brittle monograph and serial volumes, and increasing resources devoted to preserving the special historical collections.

• **Use the prototype Electronic Document Storage and Retrieval (EDSR) system developed by the Lister Hill National Center for Biomedical Communications as a laboratory test bed for research in preservation on optical disk.** NLM's research efforts in optical disk technology should be closely coordinated with those of the Library of Congress, the National Archives, the National Bureau of Standards, and other interested institutions.

• **Encourage publication of biomedical literature in archival formats.**

• **Improve conditions for storage and use of the NLM collection.**

• **Work through the Regional Medical Library Program to identify other biomedical collections that should be preserved** and to help arrange for their preservation.

The planning team's recommendations have been accepted by Dr. Donald A. B. Lindberg, Director of NLM, and were endorsed in principle by the NLM Board of Regents at its September 1985 meeting. Implementation of several recommendations has already begun.

Preservation of the Biomedical Literature: A Plan for the National Library of Medicine (October 1985) is available for $15 prepaid from the Office of Management Studies, ARL, 1527 New Hampshire Ave., N.W., Washington, D.C. 20036.

[Betsy L. Humphreys]

OCLC and RLG Exchange Preservation Records

The Online Computer Library Center (OCLC) and the Research Libraries Group (RLG) have announced the exchange of machine-readable tapes containing cataloging records of preservation master microforms and major microform sets. Although both RLG and OCLC had previously acquired and loaded each other's records for individual institutions, this is the first time the organizations have agreed to initiate a cooperative exchange of records.

In the first exchange, RLG received 40,979 master microform records from OCLC for its Research Libraries Information Network (RLIN) data base. The OCLC records were created by OCLC users (including University Microfilms In-

ternational) who are involved in a variety of preservation microfilming activities. In turn, OCLC received 39,111 preservation master records (entered in RLIN by ten RLG members for their complete holdings of microform master negatives and by the participants in RLG's ongoing Cooperative Preservation Microfilming Project) for its Online Union Catalog. OCLC will continue to receive such records monthly and will send its members' preservation records to RLG on a regular basis. The organizations also exchanged records of major microform sets cataloged under grants from Title II-C of the Higher Education Act.

Made without condition or restriction, these exchanges will make valuable cataloging and preservation information more readily available, and enable OCLC and RLIN users to avoid costly redundant preservation microfilming. Of equal importance is the planned conversion, by the Association of Research Libraries and the Library of Congress, of monographic records for microform masters in the *National Register of Microform Masters*. Finally, in time, the Linked Systems Project of OCLC, RLG, LC, and the Western Library Network (WLN) will enable direct online exchanges of preservation records between host computers.

Preservation Film Planned by CLR, LC, and NEH

The Council on Library Resources (CLR), the Library of Congress (LC), and the National Endowment for the Humanities (NEH) are sponsoring a documentary film on the preservation of library materials to be produced by Terry Sanders of the American Film Foundation. The film, to be shown first on television, is expected to be completed in one year. The purpose of the project is to inform the public that the problem exists, that it deserves wide attention, and that it has identifiable solutions. Funding has been provided by the Mellon Foundation, NEH, and CLR.

Those who work in research libraries and those whose scholarly activity is inextricably linked to libraries know that the record of human endeavor is in jeopardy, but the wider population of educated library users does not know that books and other library materials are an "endangered species." While most would agree that libraries serve a critically important social role, they do not realize that the *contents* most often associated with the "storehouse of knowledge" are not nearly as permanent as granite facades might suggest.

Many individuals and organizations are working to devise a systematic approach to the preservation of library collections, but in the end that task will require very large sums of money—from both public and private sources. It follows that there is a clear need to raise the level of awareness about the preservation problem among those who are most likely to influence public policy and funding decisions. A documentary film may be an important step toward this goal.

A principal objective of the film will be to establish the relationship between information in its many forms and the careers and daily lives of viewers. By presenting a profile of modern research libraries, the film will dramatize how they differ from the simple book repository viewers remember from their school days. It will be necessary to emphasize the importance and benefits of *access* to information and the way in which people are affected by the loss of library materials through deterioration. Technological innovation and computerized information delivery will also be featured in the film.

A closely related objective will be to stress the relationship between library information and scholarship, so that university faculty and scholars will appreciate the need for preservation of resources. The film will also stress the essential dif-

ference between original format preservation, which for reasons of cost can be done only for important materials, and preservation of *the great mass* of endangered research materials, which in most cases will have to be accomplished by transferring the information to other formats.

[Deanna B. Marcum]

NEH Office of Preservation Fiscal 1986 Awards to Date

Preservation Grants

Association for Recorded Sound Collections, Washington, D.C.
Project Director: Elwood A McKee
Title: Audio Preservation: A Planning Study
Dates: 1/1/86–6/30/87

To support a study of the preservation and conservation of sound recordings. Curators from six major repositories will examine current literature on the problem, devise an agenda of research needs, and explore ways to develop national standards for preserving recorded sound materials. $48,298.

Conservation Center for Art and Historic Artifacts, Philadelphia, PA
Project Director: Lois O. Price
Title: Survey Program for Member Institutions
Dates: 1/1/86–12/31/88

To support continuation of preservation survey and consultation activities. Emphasis will be placed on member institutions within the mid-Atlantic states. $29,025.

Council on Library Resources, Washington, D.C.
Project Director: Deanna B. Marcum
Title: A Documentary Film on Preservation
Dates: 3/1/86–2/28/87

To support production of a documentary film on preservation for showing on public television to increase public awareness and build support for preservation activities. $150,000.

Northeast Document Conservation Center, Andover, MA
Project Director: Ann E. Russell
Title: Strengthing Preservation Services of a Regional Conservation Center
Dates: 7/1/86–6/30/89

To support the field services program, which provides information, training, and on-site evaluation services to archives, libraries, historical societies, and museums throughout the Northeast, and to support the purchase of microfilming equipment to upgrade NEDCC's preservation microfilming capability. $370,000.

Research Libraries Group, Stanford, CA
Project Director: Patricia A. McClung
Title: An RLG Cooperative Preservation Microfilming Project, Phase II
Dates: 1/1/86–12/31/87

To support a systematic, nationwide effort to preserve embrittled books and serials in the humanities published between 1870 and 1920. This project will produce microfilm copies of 15,000 volumes in the fields of history, literature, and the history of science. $625,011.

Stanford University, Stanford, CA
Project Director: John B. Dunlop
Title: Preservation of the Russian Collection
Dates: 2/1/86–1/31/89

To support microfilming of Russian and Soviet Union newspapers and pamphlets, and rehousing of the photograph collection. $50,000 outright: $100,000 match.

U.S. Newspaper Program Grants

Dartmouth College, Hanover, NH
Project Director: John R. James
Title: U.S. Newspaper Program Planning Project
Dates: 4/1/86–8/31/86

To support planning for New Hampshire's participation in the U.S. Newspaper Program. $9,115.

Louisiana State University, Baton Rouge
Project Director: Elsie S. Hebert
Title: Louisiana Newspaper Bibliographic Project—Planning Phase
Dates: 1/1/86–12/31/86

To support planning for Louisiana's participation in the U.S. Newspaper Program. $9,994.

Mississippi Department of Archives and History, Jackson
Project Director: Elbert R. Hilliard
Title: Mississippi Newspaper Bibliographic Project
Dates: 7/1/86–6/30/86

To support entry of bibliographic and holdings records for all newspapers in the state (some 2,100 titles) and planning for the microfilming phase of the project. $161,796.

Montana Historical Society, Helena
Project Director: Robert M. Clark
Title: Montana Newspaper Project
Dates: 6/1/86–6/30/86

To support a six-month supplement to complete the project undertaken as part of the U.S. Newspaper Program. $23,612.

New York Public Library, New York, NY
Project Director: Irene M. Percelli
Title: The New York Public Library U.S. Newspaper Project
Dates: 1/1/86–12/31/87

To support the cataloging of approximately 2,000 newspapers and the preservation microfilming on a selective basis of those titles most significant for research. $164,124 outright: $82,440 match.

Panhandle-Plains Historical Museum, Canyon, TX
Project Director: Bobby D. Weaver
Title: Texas Newspaper Project: Phase I
Dates: 1/1/86–6/30/86

To support the cataloging of newspaper holdings in the three largest newspaper repositories in Texas and the initial phase of fieldwork in two regions in the state. When completed, this project will produce bibliographic and holdings records for approximately 7,500 newspaper titles. $145,625 outright: $60,000 match.

University of Georgia, Athens
Project Director: J. L. Gulley
Title: Georgia Newspaper Project
Dates: 1/1/86–12/31/86

To support planning for Georgia's participation in the U.S. Newspaper Program. $10,000.

University of Nevada, Reno
Project Director: Robert E. Blesse
Title: Nevada Newspaper Project: Bibliographic Control
Dates: 1/1/86–6/30/87

To support Nevada's participation in the U.S. Newspaper Program. This project will involve the cataloging of some 875 Nevada newspapers and over 100 out-of-state newspapers held in Nevada, and production of a Nevada newspaper union list on microfiche. $127,921.

Washington State Library, Olympia
Project Director: Nancy B. Pryor
Title: Washington State Newspaper Project
Dates: 1/1/86–12/31/86

To support planning for Washington State's participation in the U.S. Newspaper Program. $10,000.

Grants administered by the National Endowment for the Humanities' Office of Preservation cover projects that address the problems of the physical deterioration of humanities resources. In an NEH press release issued February 5, "preservation of humanities research resources" was listed as one of four special emphases for 1987.

The NEH budget request for 1987 includes $4 million for the Office of Preservation, an amount equal to the 1986 appropriation. This amount does not reflect the 4.3 percent reduction mandated under the Balanced Budget and Emergency Deficit Control Act of 1985 (Gramm-Rudman-Hollings Act).

1986 deadlines for submission of proposals are June 1 and December 1 for projects beginning after January 1 and July 1, 1987. Prospective applicants should discuss their plans with NEH staff well in advance of deadlines to confirm eligibility and suitability of a project.

Persons interested in NEH programs can request *Overview of Endowment Programs*, a guide to NEH programs and the application process and *Preservation Programs: Guidelines and Application Instructions*. Both are available from the Public Affairs Office, National Endowment for the Humanities, 1100 Pennsylvania Ave., N.W., Washington, D.C. 20506.

Georgetown Law Surveys Its Book Collections

In 1983 the Georgetown University Law Library conducted a comprehensive review and analysis of its policies and of the physical and intellectual quality of its collections. The Library worked with staff from the Association of Research Libraries' Office of Management Studies (OMS) to adapt the OMS Collection Analysis Project to Georgetown's specific needs and included preservation as a major focus of the study.

In the first phase of the project the Study Team reviewed the history of the Law Center, the development of collections, and pertinent factors in the Library's environment. In the project's second phase, four Task Forces assessed the content and condition of various parts of the collection. In order to analyze the Library's preservation needs, the Preservation Task Force conducted a statistical survey to determine what percentage of the collection was brittle or deteriorating.

Before embarking on the survey, the Preservation Task Force reviewed theoretical considerations with statisticians and chose a sample size of 560 books to yield a confidence level of 95 percent, plus or minus 5 percent. The sampling frame consisted of detailed floor plans showing the location of all ranges and sections of shelving. Range, section, shelf, and book locations were taken from a computer-generated random number list or a random number table.

Each book in the sample was examined and basic bibliographic data and physical condition noted, including general condition, folding endurance of the paper (as indicated by a manual test), and acidity of the paper (as determined by a pH indicator pencil).

The survey results showed that approximately 25,000 volumes need repair or rebinding. Twelve percent of the collection is brittle and will have to be replaced or converted to a secondary preservation format.

Based on its findings, the Preservation Task Force made recommendations for repair and rebinding programs and plans for future mass deacidification. It also advised placing priority on titles that have permanent or long-term research value. Finally, the Task Force recommended that resources be directed toward the protection and treatment of books which have not yet reached an advanced state of deterioration.

The Task Force also investigated environmental conditions that threaten library material. Recommendations to control environmental conditions require long-range planning, and improvements may not be

possible until the expected future construction of a new library storage facility. In the meantime, the Task Force recommended a number of preventive measures.

For additional information about Georgetown University Law Library's preservation activities, contact Linda Siler-Regan, Assistant Law Librarian for Collection Management, Georgetown University Law Center Library, 600 New Jersey Avenue, N.W., Washington, D.C. 20001 (202) 624-8028.

[Linda Siler-Regan]

In the Preservation Office . . .

Binding Repair Unit Keeps On Rolling

The Binding Repair Unit, located administratively in the Binding Office, but often seen "rolling" through the reference collections in search of books in disrepair, is the Library's first line of preservation defense for heavily used collections. Although the majority of repairs are performed in the repair workshop in the Binding Office, the Unit also has the ability to perform repairs *on-site* in reading rooms, working from a specially designed mobile binding repair station. This mobile capacity allows staff to examine the collections, perform minor repairs, and identify items in need of more extensive treatment *on-the-spot*. Staff also determine when items should be sent for a new binding to one of the Library's contracted commercial library binders, and if the text paper of a damaged book is too brittle to be rebound and should be sent to the Library's Preservation Microfilming Office.

Measuring 48 inches long by 20 inches wide by 38 inches high, the mobile repair station is an expertly crafted unit containing all of the materials needed for routine repair of non rare materials. Drawers and cabinets line one side to hold small supplies and tools. The opposite side holds rolls of cloth. The sturdy counter top is hinged so that when stationed, the top opens up to provide a work surface

Library of Congress technicians George Black and Christopher Mathias with the mobile binding repair station on location in the Geography and Map Division Reading Room.

measuring 48 by 40 inches. The unit also includes two compact pieces of equipment, a book press and a 14-inch paper cutter.

Staff in the Binding Repair Unit are trained in the Rare Book Section of the Conservation Office and apply the same principles of sound conservation treatment to the Library's reference and general collections. Many items come to the Unit through the regular work flow of the Binding Office and are treated in the workshop. Repairs include rebacking of cloth bindings to repair torn spines; repairing and recasing text blocks into their original covers; constructing protec-

tive portfolios and boxes; mending tears; and attaching supplementary materials. Facilities in the Conservation Office are used to perform additional treatments such as deacidification and polyester film encapsulation.

The presence of the Binding Unit saves the Library time and money because items do not have to leave the Library for routine treatments, and the repair of heavily used items is expedited. Finally, the presence of preservation staff on-site in the reading rooms is good public relations and serves as a visible reminder of the importance of preserving the collections.

For more information about the organization of the Binding Repair Unit or the mobile binding repair station, contact the National Preservation Program Office, LM G07, Library of Congress, Washington, D.C. 20540.

Optical Disk Update

The Role of National Standards In Information Preservation on Optical Digital Disk

The preservation of information carried by traditional media such as manuscripts, printed books, photographs, and sound recordings has typically involved either preservation of the actual physical object, or replication of the contents by photographic means or rerecording. While expert conservation treatment can return a physical object to near original condition, replication produces a copy that is a *generation removed* from the original. Preservation of information by replication means that the physical quality of the new carrier medium is of utmost importance since successive generations result in a loss in the quality of the information and the original is typically discarded after reproduction.

The information carried by digital media, by contrast, is an abstract form of information (discrete digital bits) readily separated from the particular medium carrying it. While it would be cost-effective to have optical recording media last several hundred years, such media do not exist today, nor are they needed for purposes of preserving digital information. The information encoded on an optical digital disk can be made to survive indefinitely by rewriting the digital information onto a new disk. Flawless duplication can be ensured by means of powerful Error Detection and Correction (EDAC) systems.

EDAC is a specialized form of higher mathematics involving the algebra of groups and fields. It is generally considered a part of information theory. Simply stated, its basic principle is that signals can be coded to survive transmission through noise and signal erasures if the statistical distribution of such noise and erasures is known. The latest popular triumph of EDAC was the reception of weak signals transmitted from NASA's *Voyager* 2 as it passed by Uranus and its many moons, two billion miles distant, and the reconstruction on Earth of the detailed digitized images *Voyager* had scanned. Strong standards for EDAC systems are the key to preserving information stored on optical digital disks.

Goals of Optical Disk Standardization

The Library of Congress was one of the earliest users of optical disks and is a participant in the continuing process of developing formal national standards. The *Technical Committee on Optical Digital Data Disks, X3B11,* an accredited commit-

tee of the American National Standards Institute (ANSI), is charged with developing quantitative standards for the 90 or so parameters which together define the dimensional, optical, electrical, and encoding characteristics of each specific form of optical disk. Current Committee emphasis is on determining standards for the 130-mm (5¼-inch) write-once optical digital disk. Subsequent work will address other formats which have been submitted. The National Bureau of Standards (NBS) and the Library are charter members of X3B11, representing both user interests and government interests. Because few users of optical storage systems exist as yet, the majority of Committee members are producers of optical storage devices.

Along with all participants in the X3B11, the Library shares the primary standards goal of achieving information interchange on optical disks. This has led to the requirement that, for disks of a certain size, there be interchangeability of disks and their protective cartridges. As well as uniform physical characteristics, this requires uniformity of electro-optical recording characteristics, modulation methods, error detection and correction encoding, and environmental tolerances. However, the Library of Congress has a second goal for optical disk standards: the establishment of optical disks as an information preservation medium.

Approaches to Longevity of Information On Optical Digital Disks

Ideally, the information stored on an originally recorded disk should last for a long time, but even more importantly, for a *highly predictable* minimum time. Secondly, systems should be able to detect the occurrence and degree of correctable degradation on an aging disk in time to make a perfect copy. The key to these two objectives is an effective EDAC system. All digital media for computer use have some form of EDAC. The simplest form of error detection which most computer users are familiar with is the parity check, wherein a bit is added to the bits of a character code to make their sum uniformly odd or even. An EDAC system to control and correct errors in a large optical disk system must be extremely strong. Two central questions now being resolved by X3B11 are: exactly how strong does an EDAC system need to be? and what will the cost be in terms of space on the disk (overhead) devoted to EDAC?

An X3B11 Ad Hoc Subcommittee on EDAC chaired by William Nugent of LC's Automated Systems Office is currently considering four industry proposals for EDAC systems based on considerations of disk overhead space, complexity, execution time, and performance. An immediate objective is to obtain agreement on three items: specifications for minimum "start-of-life" media quality, specifications for "end-of-life" quality, and a model of defect distribution on the disk at end-of-life. When agreement is reached on all three items, an evaluation of the relative performance of the competing industry proposals will provide a basis for a selection and/or a compromise in approach. It is hoped that these determinations can be concluded by the summer of 1986. There is some urgency to establish optical disk standards because both U.S. and foreign vendors are being pressured to get new products to market and there is a legitimate concern among U.S. vendors that delays in establishing U.S. standards could provide an advantage to foreign firms.

Prospects for Preservation On Optical Digital Disks

It is anticipated that optical digital disks will be used as an *information* preservation medium with an orderly process of periodic inspection of optical disk archives and replication as needed. Although optical disk can not satisfy the archivist's desire that a medium last for centuries, powerful EDAC systems will

permit the "transmigration" of information before any data degradation occurs.

Finally, it is probable that optical disk EDAC standards facilitating preservation applications will soon be reached on the basis of available information concerning the media, despite major gaps in current knowledge on media aging. To fill these gaps, and to ensure the preservation potential inherent in optical disk, the Library of Congress has begun to establish an Optical Disk Testing and Standards Laboratory to measure and predict longevity and determine test procedures.

[William R. Nugent]

Preservation Calendar

June 2–13

"Preservation of Library Collections: A Workshop." Catholic University of America, School of Library and Information Science, Washington, D.C. This workshop is offered as LSC 888 in the curriculum of the graduate library school, but is open to practicing librarians or others involved in the preservation of library collections. The workshop will be held from 9 am to 5 pm each day and will cover preservation programs and treatments that can be carried out in libraries with existing personnel. Students will have extensive, supervised hands-on instruction in specific techniques for the maintenance, repair, and housing of library materials. The instructor for the course is **Robert J. Milevski.** Enrollment is limited. Contact the School of Library and Information Science, Catholic University of America, Washington, D.C. 20064. (202) 635-5085.

June 27

"Preservation for Collection Managers," a preconference to the 1986 conference of the American Library Association, New York City. The preconference will use a combination of general papers and concurrent workshops to provide collection development specialists with information on preservation options. Contact Ann Menendez, ALA/RTSD, 50 E. Huron St., Chicago, IL 60611. (312) 944-6780.

July 7–11

"Developing Preservation Programs in Special Collections Departments," will be taught as one of seventeen courses offered in the summer Rare Book School of the School of Library Service, Columbia University. The course will be taught during five afternoons by **Jan Merrill-Oldham**, Preservation Officer at the University of Connecticut. Topics include environmental considerations, conservation treatment options, reproduction, user education, and interfacing with a librarywide preservation program. Contact the Rare Book School, School of Library Service, Columbia University, New York, NY 10027.

July 16–17

"The Conservation Crisis: Our Achilles Heel?", Loughborough University of Technology, London. First national seminar sponsored by the National Preservation Office of the British Library. The seminar will cover the place of in-house conservation in libraries, curriculum planning in library schools, archival conservation education, and the development of a standard for alkaline paper. For more information contact Diana Grimwood-Jones, National Preservation Office, Reference Division, The British Library, Great Russell Street, London WC1B 3DG.

July 17–19

"Basic Conservation: Planning and Techniques," Georgia Department of Archives and History, Atlanta, Georgia. Cosponsored by the Society of American Archivists (SAA) and the Southeastern Library Network, Inc. (SOLINET) and taught by **Judith Fortson-Jones** (Hoover Institution, Stanford University) and **Lisa L. Fox** (SOLINET Preservation Program). The program will broadly cover preservation program development and implementation including topics such as proper storage, preservation microfilming, and commercial library binding. There will be demonstrations and hands-on practice of basic conservation techniques. Contact Patricia Palmer, Program Coordinator, SAA, 600 S. Federal, Suite 504, Chicago, IL 60605. (312) 922-0140.

Positions Available

Preservation Officer, University of Virginia Library.

Develops and manages a program to preserve the print and nonprint collections in the main library and twelve branch libraries. Supervises three staff in the binding/mending section and a current budget of $150,000 per year. Develops and manages programs for treatment of brittle books, preservation microfilming, user education, monitoring and upgrading of environmental conditions, and other preservation activities. Reports to the Director for Collection Development.

Qualifications: MLS and/or master's degree with preservation training; knowledge of preservation methods, policies, and procedures; ability to communicate effectively with faculty, students, and staff. Preference for experience in a research library preservation program.

Salary: $25,000 or higher with faculty rank of Instructor or Assistant Professor, depending on qualifications.

To apply: Send resume and names of three references to Ms. Sada Crismond, Library Personnel Coordinator, Alderman Library, University of Virginia, Charlottesville, VA 22903-2498. An Equal Opportunity, Affirmative Action employer.

Closing date: May 15, 1986.

Head, Preservation Program, State University of New York at Stony Brook Library.

Develops, implements, and coordinates policies, procedures, standards, and educational programs relating to the care and preservation of materials for a research collection exceeding one million volumes. Supervises a preservation staff who perform in-house binding and repair; coordinates in-house physical treatment taking place in other departments. Monitors and advises on the budgets and expenditures of operating and special appropriations, and on contracts for all commercially performed preservation activities. Reports to the Coordinator of Collection Development and works closely with subject bibliographers and other staff throughout the library system. This position is funded from special State legislative appropriations for three years; continuation of the position is anticipated.

Qualifications: Demonstrated knowledge of library preservation is required. Preference will be given to candidates with an ALA-accredited MLS or substantial training and experience in library preservation. Other factors that will be considered are proven administrative ability, communication skills, ability to work with people, certification

in preservation, and research library experience.

Salary: Minimum $20,000 plus benefits.

To apply: Send resume and names of three references to Florence Landon, Library, State University of New York at Stony Brook, Stony Brook, NY 11794. An Equal Opportunity, Affirmative Action employer and educator.

Closing date: May 15, 1986.

Head, Conservation and Preservation Department, The University of Texas at Arlington

Develops and maintains the Library's policies and programs for preservation of the general and branch collections, excluding Special Collections. Implements measures to prevent deterioration of the collections, repairs library materials, educates library staff members and users. Administrative duties include planning, budgeting, and supervision of the department, including 3 FTE support staff. Reports to the Head, Technical Services Division.

Qualifications: An ALA accredited MLS, minimum of three years professional experience, advanced preservation training or experience, and demonstrated managerial and supervisory experience.

Salary: $21,504 minimum, commensurate with experience.

To apply: Send resume, academic transcripts, and the names of three references to Trudy de Goede, Chair, Conservation/Preservation Librarian Search Committee, University of Texas at Arlington Libraries, P.O. Box 19497, Arlington, TX 76019.

Date: Considerations for the position will begin May 1, 1986.

News and Notes from NPPO

Preservation Microfilming Conference Draws Full House

On March 6–7 the Library of Congress hosted "Preservation Microfilming: Administrative Issues," a conference cosponsored by the Library's National Preservation Program Office, the Resources and Technical Services Division of the American Library Association, and the Society of American Archivists. The conference was filled to capacity with 105 registrants from all over the country.

After a welcome from William Welsh, Deputy Librarian of Congress, the conference opened with a keynote speech by Nancy Gwinn (Assistant Director of Collections Management, Smithsonian Institution Libraries). Ms. Gwinn placed preservation microfilming in the context of a librarywide preservation effort and reviewed concerns that each institution should address before embarking on a microfilming program. She emphasized the need to pay attention to both local priorities and national efforts and reminded the audience that although the actual filming can be contracted out, selection for preservation, monitoring the quality of the contractor's work, and bibliographic searching and control are sizable responsibilities. Ms. Gwinn wryly listed several common misconceptions concerning preservation microfilming, including that a library's clientele will be *thrilled* to see deteriorated works "rescued" by filming! She urged the audience to involve staff from all approriate departments in the planning process and suggested that a public relations effort with the users affected by the transfer of original materials to microfilm can serve to moderate opposition and highlight the importance of preservation. Discussing

costs, she urged the audience to "keep it simple" and reminded them that the decision to replace in microfilm is a secondary acquisition decision with corresponding selection and budgetary implications. Delaying microfilming in anticipation of the optical digital disk solution may be unwise since, Ms. Gwinn pointed out, unless an institution already has staffing and an organization in place for the selection and bibliographic work associated with the transfer of materials to a secondary preservation format, it will be very difficult to implement new transfer technologies when they become available.

The second paper was delivered by Myron Chace (Head of the Special Services Section, Photoduplication Service, Library of Congress). Mr. Chace provided participants with an overview of the mechanics and workflow of preservation microfilming. Using slides, he walked the audience through preparation of material (including bibliographic searching, collation, and preparation of targets), the production of microfilm (including filming, processing, inspection, and editing), equipment, and staffing. Throughout his presentation, Mr. Chace emphasized the importance of standards, quality control, and access to micropublications.

Ross Atkinson, Assistant University Librarian for Collection Development at the University of Iowa, delivered a forceful and provocative paper on selection for preservation from a collection management point of view. He pointed out that the decision to preserve an item is a decision to extend a text's availability and that the cycle of decision making begins with determining which items in the collection are physically in need of preservation followed by deciding what subset of those deteriorated materials should be preserved and by what means. Describing the need to preserve research materials in a responsible and systematic fashion, Mr. Atkinson suggested that research libraries should build the best representative collection for the future by coordinating the preservation of deteriorated items in research level "subject collections in place." Mr. Atkinson maintained that libraries are driven by the unrealistic desire to preserve *all* materials because it is too difficult and risky to project what the scholar of the future will require from the past. Lacking an epistemological basis for deciding what will survive from the past, libraries should coordinate the preservation of existing collections "built by competent bibliographers, [that] represent scholarship on the subject in a relatively balanced and unbiased manner." Critical to a coordinated national preservation program is a shared bibilographic data base with the capacity to identify items that have been preserved.

Ross Atkinson, Assistant University Librarian for Collection Development at the University of Iowa, addresses the conference on selection for preservation.

Following lunch, the conference continued with presentations on six exemplary preservation microfilming projects. Roger Bagnall (Secretary-Treasurer of the American Philological Society) decribed a pilot preservation microfilming program to preserve materials published between 1850 and

From left: Tamara Swora, Assistant Preservation Microfilming Officer at the Library of Congress and chair of the conference planning committee, with Ann Menendez of ALA's Resources and Technical Services Division and Jeffrey Heynen, Program Officer at the Association of Research Libraries and chair of the Regional Programs Committee of ALA's Reproduction of Library Materials Section.

1918 in the field of classical studies. The project uses an Editorial Board of scholars to recommend items for filming. Both microfilm and microfiche masters are retained by APS; service copies are sold by the Association's micropublishing branch, Classical Micropublishing, Inc. Mr. Bagnall raised a number of interesting questions about the involvement of scholars in selection for preservation. Robert Montague (Executive Director, Canadian Institute for Historical Microreproduction) described an ambitious cooperative project to preserve printed Canadiana located in major research institutions across the country, and substantively improve access by making microfiche copies widely available. Machine-readable cataloging is being made available and by the time the project is complete, scholars will be able to consult some 50,000 titles. Margaret Byrnes (Preservation Officer at the University of Michigan Library) described her experience in establishing an in-house preservation microfilming effort. Since 1983, several steps have been taken to reduce microfilming costs and increase productivity by streamlining review, collation, inspection, and cataloging procedures. Two preservation projects to microfilm nitrate film and glass plate negatives funded under the National Historical Publications and Records Commission were described by Richard Noble. Sherry Byrne (Preservation Records Librarian at Columbia University) described the model cooperative preservation microfilming project mounted by the Research Libraries Group to preserve 60,000 titles of U.S. imprints and Americana published between 1870 and 1920. Working together, seven institutions developed a single set of procedures, instructions, and technical specifications to guide the project. Enhancements to the RLG online catalog allow participants to share information about the *decision* to film an item. Completing the case studies, Jeffrey Field (Assistant Director, Office of Preservation, National Endowment for the Humanities) described the United States Newpaper Project (USNP), a coordinated national effort to catalog and preserve newspapers published in the U.S. since 1690. The program is jointly managed by NEH and the Library of Congress and twenty-two states are presently involved in planning and implementation projects. Bibliographic and holdings records entered into the OCLC/CONSER database are comprehensive, but microfilming of the newspapers will be done selectively. In addition to its

primary mission, USNP has the potential to stimulate statewide networks for preservation.

Presentations by Charles Willard (James Lenox Librarian, Princeton Theological Seminary) and Donald Kelsey (Space and Preservation Officer, University of Minnesota Libraries) described the challenges associated with contracting for preservation microfilming services. Mr. Willard provided the conference with a sample contract for filming and discussed issues that a library must consider as it seeks services. In an appropriate close to the day's presentations, Mr. Kelsey described his experience in locating and nuturing a productive relationship with a contract filmer new to preservation work. His presentations served to emphasize that additional filming facilities should be developed to support increased preservation microfilming activity, and that the private sector can be cultivated to provide these services. In his concluding speech, David Stam (University Librarian, Syracuse University) reflected on the day's presentations, echoing the message that "selection and selectivity, even more than money lie at the heart of the preservation problem." He touched on the cost implications of the preservation process and emphasized the importance of sharing bibliographic information for master negatives in the automated networks.

The second day of the conference began with slide presentations on mass deacidification and LC's Optical Disk Pilot Program. Peter Sparks (Director for Preservation at the Library of Congress) outlined why paper deteriorates and how the process can be arrested by deacidification and alkaline buffering. The audience was brought up to date on the Library's plans to use mass deacidification technology to treat all incoming materials and to treat systematically the retrospective collections. Audrey Fisher (Optical Disk Print Pilot Project Operations Coordinator, Library of Congress) described the Library's project to evaluate optical disk technology for information preservation and management. She described the overall technology and goals of the pilot program and, in some detail, the hardware, software, and procedures used to prepare, scan, and retrieve print documents that have been stored on optical digital disk. In January 1986, public terminals were opened in four reading rooms for the public testing phase of the pilot program.

The conference concluded with tours of the Library's Conservation Office, Photoduplication Service, Newspaper Preservation Section, Preservation Microfilming Office, and Optical Disk Operations Center and public terminals.

"Preservation Microfilming: Administrative Issues" was planned by a subcommittee of the Resources and Technical Services Division, Reproduction of Library Materials Section, Regional Programs Committee. A second institute is being planned to address the technical aspects of preservation microfilming.

DEZ Update

As reported in the March 17 issue of the *Library of Congress Information Bulletin*, engineering problems experienced at the deacidification test facility will delay the Library's testing program while the chemical delivery system for the small-scale test facility is redesigned.

When redesign of the chemical delivery system for the small-scale facility is complete and the facility is again operational, it will be used to provide additional information on procedures (such as computer monitoring of the treatment process) and equipment designs (such as custom book carts) for the large-scale facility. The test facility will eventually be relocated to the Fort Detrick plant and used to develop procedures for nonbook items and explore additional vapor phase technologies with preservation applications.

Delays in the test program due to temporary shutdown of the small-scale test facility will probably delay completion of the main Ft. Detrick treatment facility.

From the Mail Bag . . .

Inquiry: I recently read that undeacidified paper that was encapsulated together with a sheet of buffered paper behaved the same as if it had been deacidified. Is this the true?

[J. W. K., New Jersey]

Response: The pamphlet *Polyester Film Encapsulation* published in 1980 by the Library of Congress stressed the desirability of deacidification of paper items before their encapsulation. This recommendation was based on laboratory data which showed that some paper samples aged faster after encapsulation if they did not contain an alkaline reserve.

Conservators frequently encounter valuable and fragile items that require physical support and protection, but for which deacidificaton may not be a desirable treatment.

A common approach to dealing with undeacidified items has been to encapsulate them in polyester film envelopes and to leave an opening at the corner or along one or more edges of the envelope. The hope was that these "air holes" would allow acidic degradation products to escape. Another approach has been to enclose a second sheet of paper containing an alkaline reserve in the envelope with the item. The hope with this practice was that the second sheet would neutralize acidic compounds that developed in the original item.

The Library of Congress Preservation Research and Testing Office has recently completed a study on the effects of these practices on paper. In addition, the study also compared the aging of paper inside polyester and polypropylene envelopes. What follows are conclusions of the study conducted by Chandru Shahani, Frank Hengemihle, and Norris Lindsey, and reported by Dr. Shahani, the Library's Research Officer.

1. Air holes in all four corners of the polyester envelope do not slow down the faster rate of degradation of encapsulated paper which is acidic or neutral. Deterioraton of encapuslated paper is slower inside an envelope which is open along two edges, but it is still faster than that observed for the unencapsulated control. In the latter case, it is debatable if our laboratory study, in which half-sealed envelopes were suspended in an aging oven, is a realistic representation of practical situations in which encapsulated documents may be piled upon each other.

2. The acceleration in the decline of physical properties of acidic and neutral paper samples upon encapsulation can be eliminated by enclosing another sheet of paper containing an alkaline reserve in the same envelope. While neutral paper encapsulated in this manner ages at the same rate as the unencapsulated control, acidic paper actually benefits by encapsulation with alkaline paper.

3. The best solution by far remains the deacidification of paper before encapsulation, as was recommended in the 1980 LC pamphlet.

4. The rates of aging of paper samples are identical inside polyester and polypropylene envelopes. Therefore, polypropylene film provides a viable and appreciably less expensive alternative to polyester film, especially for encapsulation of small items. In the encapsulation of book materials, its lower density may prove attractive. However, it lacks the rigidity of polyester, and therefore cannot provide adequate support for larger items.

The results of this study should not be misconstrued as a recommendation against encapsulation without prior deacidification. Each item must be considered individually. Even if the decision is made not to deacidify, it may be preferable to encapsulate a given item in order to take advantage of the physical protection that encapsulation provides.

[Merrily A. Smith]

The Preservation Office and Gramm-Rudman-Hollings

When the legislative branch appropriations bill for fiscal 1986 was signed last November, the Library of Congress received $8.4 million less than it received in fiscal 1985. These cuts affected virtually every area of the Library's operations. Nonsalary operating funds for the Preservation Office were reduced $649,000 or 15 percent and included a 25 percent cut in funds available for transferring deteriorated materials to microfilm and for the preservation of sound recordings by rerecording. In addition, $177,000 in Preservation Office salary funds were frozen.

The passage of the Balanced Budget and Emergency Deficit Control Act of 1985 (Gramm-Rudman-Hollings) mandated a 4.3 percent across the board reduction in federal nondefense spending. The additional 9.9 million reduction in fiscal 1986 funds forced the Library to severely curtail services. The Library's work force was reduced by 300 staff members and the hours of service in the general reading rooms were reduced 30 percent. The acquisitions budget was reduced by $626,000 or 13.3 percent and funds for the preservation of library materials were reduced $600,000 or 16.4 percent.

The final result of the Gramm-Rudman-Hollings reduction combined with the earlier reduction in fiscal 1986 appropriations had the following effects on the Preservation Office:

Funds for contract binding were reduced 36.5 percent or $440,900.

Funds for the preservation microfilming of brittle books in the General Collections were reduced 27 percent or $167,300.

Funds for the preservation microfilming of materials in curatorial divisions such as Serial and Government Publications, Area Studies, and Law Library were reduced 35.5 percent or $336,800.

Funds for the conversion of nitrate film to safety stock were reduced 24.7 percent or $170,900.

Funds for phased conservation activities including outside contracts for conservation work were reduced 55 percent or $97,800.

Six staff positions were lost.

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NATIONAL
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No. 5 July 1986

A Newsletter of the National Preservation Program Office — *The Library of Congress*

RLG Preservation Activities in the Context of the Vienna Conference

This paper was prepared by Richard W. McCoy, President of the Research Libraries Group, Inc., for the annual meeting of the International Federation of Library Associations and Institutions (IFLA). It will be presented in Tokyo, Japan, on August 27, 1986 at a meeting of the Division of General Research Libraries.

The Conference on the Preservation of Library Materials held April 7–10, 1986, brought together national librarians and preservation experts from a very great part of the world. It provided in its meetings and discussion sessions a lively "handbook" covering the preservation problem, the techniques and tools of preservation and conservation, and the ideas, experiments and experiences through which each country could learn from the others. The broad coverage of technical topics provided the overview policy makers will need to plan or accelerate preservation activities in their home countries.

The conference summary by Rutherford Rogers, retired director of the Yale University Libraries, provided insight into the "handbook" role of the conference and the common themes found in its over forty papers. The published record of the conference will serve as a source of ideas and stimulation for national libraries and other organizations which must address the preservation problem.* However, the lasting and meaningful results of the Vienna conference will come from those who gained a new and clearer view of the problem and its complexity, and from those who took home with them a commitment to cooperative solutions.

Challenge and Commitment

National librarians were challenged to preserve the very "fruits of civilization and the record of mankind." They were challenged: to commit themselves and their institutions to preserving or coordinating preservation of their own countries' imprints; to assisting other nations which cannot do that task alone; and to preserving or making available for preservation the imprints of other countries which do not own the same material.

It was the occasion to achieve a common understanding of an uncommon threat and the occasion to mark its formal recognition by the community of national libraries. And it was the occasion to establish the basis for linkage among the

* The conference papers are scheduled for publication by K. G. Saur, Federal Republic of Germany, before the end of 1986.

many independent preservation efforts and to offer support and encouragement to the IFLA Core Programme on Preservation and Conservation that will be hosted by the Library of Congress. The conference built an important and prestigious platform on which cooperative international preservation efforts will find support.

The Context

In his summary Mr. Rogers grouped the discussions into four broad areas: storage and handling; repair and deacidification; disaster preparation and response; and text conversion. The first two (and generally the third) focus on preserving material in its original format, while the last involves creating a surrogate, typically on microfilm. It is in this latter category that the Research Libraries Group (RLG) reported on its experience in planning and managing a coordinated and cooperative program of preservation microfilming.

Among the most important results of the Vienna meeting was the extraordinarily persuasive case it provided that preservation on an international scale is a problem which can only be effectively addressed with a broadly based cooperative effort. It was this conclusion, reached in a narrower national context, which motivated RLG to launch its preservation program.

Two conference speakers familiar with RLG's program suggested it as a model for international extension. For RLG's part, we hoped that our experience with a cooperative program, albeit on a modest scale, might contribute ideas and insights as plans move forward toward international cooperation. And we hoped that the products of our efforts would contribute to the records and materials which must eventually be shared for mutual benefit if there is to be an effective solution to the worldwide preservation problem.

Cooperative Preservation Microfilming

The Research Libraries Group (RLG) is a partnership of thirty-six major universities and research institutions in the United States. From the organization's beginnings in 1974, its principal programs have addressed four major activities: cooperative collection management and development, enhanced resource sharing among institutions, the development of bibliographic control and technical resources to support information access, and cooperative preservation. In addition, RLG supports several special interest and scholarly information programs and operates RLIN, the Research Libraries Information Network. RLIN differs from other computer networks in part because of features designed to support the partnership's programs—including cooperative preservation.

The recognition by RLG institutions that no single library could afford to meet even its own internal preservation needs (let alone contribute significantly to the

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

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resolution of the collective problem) led to the adoption of a cooperative approach. Institutions joined together to plan and design a cooperative program with shared responsibilities for preservation appropriately related to the collection strengths of each participant. On financial measures alone there was great incentive to work within a coherent, cooperative approach which would avoid duplicate efforts in preservation microfilming.

The design included: selection of an important and achievable initial goal, establishing and documenting the standards by which the work would proceed, identifying a procedure for selecting the collections and the participants, and raising the needed funds.

The initial cooperative filming work has concentrated on endangered resources published in or about the United States from 1870 through 1920—a period with a high percentage of deteriorated materials. At present materials are preserved on microfilm, although RLG continues to monitor the development of new technologies. Unfortunately, even new technologies will not address the most costly part of the preservation process, the hours of personnel time involved in *preparing* materials for filming.

The procedures of the program are briefly as follows:

Selection: The selection process involves a number of steps including definition of the target area (principally by subject and date), identification of material within the target, careful curatorial review by subject specialists and, finally, the decision to proceed. Guidelines for selection must vary depending on the subject and the anticipated scholarly use of the items. The selection of subject areas for preservation and the identification of appropriate participants is facilitated by the *RLG Conspectus* which provides information on collection strength.

Handling and Processing: For each title under consideration, participants must determine through time-consuming bibliographic searching whether a title has already been filmed—either commercially or by another library. For large volume sets or serial runs it is an extremely important task. Other elements also add significantly to handling costs: collation to assure completeness, location elsewhere of missing pages, disbinding when appropriate, preparation of bibliographic "targets" to be filmed, and occasional special handling requirements. RLG's guidelines in these matters were adapted from those in use at the Library of Congress.

Standards: Quality control and archival standards for filming are crucial elements in the program—essential to the success of the project and an assurance to funding agencies. RLG has prepared guidelines that cover pre-filming activities; film specifications and quality control; technical targets; and archival storage of master microforms; these guidelines are augmented by RLG standards for bibliographic records and both are published in the *RLG Preservation Manual.*

Shared Information: The key to successful cooperative preservation lies in the ability to communicate efficiently among partners about activities and decisions. To that end, RLG has enhanced the RLIN network to display preservation information prominently in online search results; nor does it require special or additional search techniques. RLG is actively working to expand RLIN coverage to include microfilm records from several sources outside the partnership, and records for microfilm masters are published on microfiche to aid those without access to RLIN.

Archival Storage: RLG has acquired an underground storage vault located in a cool, dry limestone cave. It offers ideal archival storage conditions and protection from most major threats to preservation master films. Duplicate masters and service copies are retained at the institution which owned the original material.

Participants: The first phase of the project began in 1983 with seven of RLG's university members plus the New York Public Library. Ninety percent of the

expected 30,000 titles targeted in Phase I have now been filmed and the original participants have been joined by others in a second phase which expands the focus and time period of the project. The Library of Congress is complementing the RLG program with its own filming efforts.

Costs and Funding: Filming costs vary widely and are influenced by the subject, age, condition, and format of the material, as well as by institutional considerations such as wage scales and filming capabilities. Project costs have averaged (across all participants and for all steps excluding cataloging) just under $50 per volume. Care should be taken, however, if attempting to translate RLG costs into expectations for any other country; they are greatly influenced by local costs. Participants in the RLG project are exploring less costly ways to accomplish preservation objectives, but do not at present have solutions in sight.

The funding for Phase I of the project, $1,350,000, was provided by the Andrew W. Mellon Foundation and the National Endowment for the Humanities (NEH). Phase II has been funded by an additional grant of $625,000 from NEH. Participating institutions have contributed an additional twenty-five to fifty percent to the total expenditures for the two phases.

Extending Cooperation: While the RLG preservation program is centered with its members, RLG has sought to cooperate with others and to make the program's bibliographic products available. RLG continues to actively seek the exchange of preservation and other records for mutual benefit with a variety of partners in the U.S. and internationally. At present, RLG exchanges records for preservation filming with the British Library and may in the future exchange copies of the films themselves for the purpose of security and access. Discussions with other potential international partners are in place and RLG, in time, hopes to participate in ways which would contribute to the solution of the *international* preservation problem.

In Conclusion

RLG's Cooperative Preservation Microfilming Program is modest in comparison to the total preservation challenge; however, its contribution is of great importance to member institutions and it has demonstrated a framework within which we can proceed effectively and systematically. It has also provided a clear demonstration of the positive relationship among RLG programs. Collection Management and Development, Shared Resources and the capabilities of the RLIN network have all made critical contributions to the success of the Preservation Program. It is hoped that the RLG model will also prove useful on an international scale. The real promise of the Vienna Conference is to be found in the opportunity it provided for worldwide recognition of the preservation problem, in the prestigious platform it developed on which to base future efforts, and on the persuasive case it presented for cooperative solutions. Most of all, we should search for its promise in the *commitment* of attendees to address the preservation problem in concert with their counterparts across the globe.

Commission on Preservation and Access: Recent Activities

The Commission on Preservation and Access held its first meeting April 29, 1986, at the offices of the Council on Library Resources. The Commission has been established to address the brittle book problem facing the nation's libraries. To aid in the program planning process, Commission members identified topics requiring further analysis, and investigation of several of these is under way.

Martin Cummings, a consultant to CLR, is completing a review of preservation research activity in the three national libraries and the National Archives. The

report being prepared for the Commission will also identify areas requiring further research and consider prospects for cooperation among national agencies. Standards and specifications for preservation microfilming in use by, among others, the Library of Congress (LC), the American Theological Library Association, and the Research Libraries Group will be compared to identify differences and explore prospects for a reasonable consensus. Bibliographic requirements to assure standardized reporting of master microform negatives to national databases (and the related costs) are being reviewed by consultant Lee Jones.

Work is also proceeding on three additional CLR funded projects. Paul Kantor of Tantalus, Inc. is gathering data on the costs of all steps in the preservation microfilming process. Dean Robert Hayes of the University of California, Los Angeles, is expanding his earlier assessment of the magnitude and cost of the brittle book problem by assembling information on collection overlap and collection condition from a number of research libraries. Dr. Hayes is also talking with faculty members and library staff about priorities, expectations, and specifications for a national program to solve the brittle book problem. Both reports will be completed in early 1987. On-site filming is nearly finished for the documentary film on preservation being sponsored by CLR, LC, and the National Endowment for the Humanities, with financial assistance from the Andrew W. Mellon Foundation. A half-hour version of the film will be produced and made available to universities, public libraries, and community groups.

The primary goal of the Commission and its staff will be to develop the financial support necessary to launch a long-term program to coordinate a greatly increased level of preservation microfilming activity in research libraries. The Commission will be advised by a National Advisory Council composed of representatives from organizations concerned with preservation. Funding for the work of the Commission is assured for at least three years with pledges of support from several universities, the H. W. Wilson Foundation, and CLR.

[Council on Library Resources]

CCAHA Continues Survey Program

The Conservation Center for Art and Historic Artifacts (CCAHA) will continue its conservation survey program under a three-year grant from the National Endowment for the Humanities. Surveys will be provided at a reduced cost of $100 plus travel expenses for selected member repositories in the greater mid-Atlantic region. Membership in CCAHA is available to any nonprofit institution for an annual fee of $40.

A typical survey includes an on-site visit followed by submission of a comprehensive written report. Depending on an institution's needs, staff from CCAHA will conduct an *Overview Survey* (including environment, storage, disaster preparedness, exhibition, and planning), a *Specific Collection(s) Survey* that results in detailed housing and/or treatment recommendations, or an *Individual Items Survey* involving the preparation of condition reports, proposed treatments, and estimates for valuable items or groups of items in a collection. More than one type of survey can be conducted during a single consultation depending on the time involved and the needs of the institution.

Libraries, archives, historical societies, and other records repositories are invited to submit a letter of application to CCAHA describing the preservation needs of the collection, past preservation efforts, and the goal of the survey. Preference will be given to an institution based on the following criteria: 1) Institutions holding collections of unique

material of significant research value; 2) Institutions willing to make a commitment to implementing a long-term preservation plan; and 3) Institutions which demonstrate financial need. CCAHA will continue to provide surveys at full cost to institutions who cannot meet the subsidized survey criteria.

Letters of application should be sent to Lois Olcott Price, Associate Conservator, CCAHA, 264 South 23rd Steet, Philadelphia, PA 19103.

NRMM Recon Project is Funded

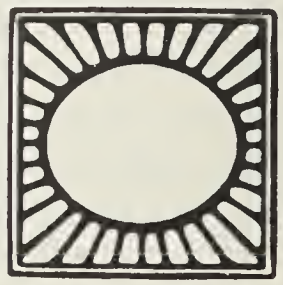
The Association of Research Libraries (ARL) has received funding to support the retrospective conversion of monographic records in the *National Register of Microform Masters* Master File. The Master File contains over 550,000 reports for monographs and serials, including Library of Congress cards and other bibliographic records submitted to LC by libraries and other producers of microform masters. ARL was awarded $500,000 outright and $328,755 in matching funds from the National Endowment for the Humanities and $290,000 from the Andrew W. Mellon Foundation to conduct the project.

In partnership with the Library of Congress, ARL plans to begin work in the fall of 1986. The project focuses on the monographic reports in the Master File, which represent 90% of the file and will result in the creation of over 460,000 records for microform masters held by libraries, archives, publishers, and other producers. It is expected to take just under three years to complete. Conversion of the reports for serials, although not included in the current project, is also a matter of concern to ARL. A project to convert the serial records in *NRMM* might be appropriately conducted at a later date under the auspices of CONSER (the CONversion of SERials project).

ARL and LC will use the services of a cataloging contractor to produce machine-readable records in accordance with the technical guidelines of the ARL Recon Project. LC will perform quality control evaluation of the contractor's work, and will distribute the resulting records in machine-readable form through the MARC Distribution Service. ARL will take full responsibility for all aspects of administration, including contract enforcement and management of grant funds. Jeffrey Heynen, ARL Program Officer, is the project director.

Preservation microfilming is currently recognized as an effective means for resolving the preservation problem posed by brittle books. However, although cost-effective, preservation microfilming is not an *inexpensive* process; given the magnitude of the problem, cost control is a major concern. Preventing costly and wasteful duplication of effort by improving the means to locate existing masters is an important step to reducing the overall cost of preservation microfilming. The primary tool for locating microform masters, *NRMM*, has several drawbacks. It is not automated and, because it was developed to complement the *National Union Catalog*, only brief entries with limited access points appear. In addition, it has been cumulated only once, to cover the period 1965-75, necessitating time-consuming searches of annual volumes for subsequent years.

Conversion of monographic reports in the *NRMM* Master File and distribution of the resulting machine-readable records to any bibliographic utility, library, or other organization that wishes to obtain them will be a major step toward ensuring that searches for existing microform masters are as efficient and inexpensive as possible.



Preservation Data Elements for USMARC

The Network Development and MARC Standards Office recently brought together an ad hoc working group to discuss the types of information needed to support preservation decision making. The goal of the meeting was to identify data elements that would be useful to have in the USMARC format. The meeting was supported by the Council on Library Resources and held at the Library of Congress on May 12 and 13.

The following data elements were identified by the working group as important for preservation activities:

1) *Physical characteristics* including designations for alkaline paper, acidic paper, brittle paper, original binding, not original binding, binding not intact, and content lost or obscured.

2) *Preservation actions* including the ability to record the reformatting, conservation, and mass deacidification of items. [The working group felt that because conservation treatment varies so much from item to item, it would be best to use a free text field to provide specific information on the conservation treatment performed in a particular case, rather than to provide separate codes under preservation action.]

3) *Dates,* including the date an item was reviewed, the date it was queued for treatment within one year, and the date treatment was completed.

4) *Priority information* to be used as a local management tool with priorities expressed in levels from 1 to 10 and levels locally defined.

5) An indication of *primary collecting responsibility* following the current definition from the collection development manual of the Research Libraries Group.

6) *Microform characteristics information,* including codes for generation, emulsion, and polarity.

7) *Indication of the item's availability,* especially useful when an item has been transferred to another medium.

In their discussions, the working group expressed a number of general concerns. The cost implications of adding preservation data were discussed at length; the approach of the group was to limit their list of useful elements to those with long-term usefulness—especially in the context of an emerging national preservation strategy that seeks to avoid duplication. The working group also stressed the need to extend online bibliographic searching, input, and update capabilities to preservation departments—in light of expanding preservation activities in research libraries. Finally, the group cited several issues that impede the progress of preservation programs and that have implications for network development, including access to copyright information, the need for *online* access to information about reproductions, and the problem of multiple bibliographic records for works, especially serial titles, appearing in several formats.

The members of the ad hoc working group were Ross Atkinson (University of Iowa Libraries), Wesley Boomgaarden (Ohio State University Library), Margaret Child (Smithsonian Institution Libraries), Barbara Dean (Council on Library Resources), Nancy Gwinn (Smithsonian Institution Libraries), Jeffrey Heynen (Association of Research Libraries), Jan Merrill-Oldham (University of Connecticut Library), Carolyn Clark Morrow (Library of Congress), Susan Steinberg (Yale University Library), Tamara Swora (Library of Congress), John Townsend (New York Public Library), and Gay Walker (Yale University Library).

A full report of the meeting will appear in the LC *Information Bulletin* with a call for comments. For further information contact Mary Lou Miller, Network Development and MARC Standards Office, Library of Congress, Washington, D.C. 20540.

New Directions in Paper Conservation

Over 500 delegates from more than 35 countries gathered under the medieval spires of Oxford University April 14–18, 1986, to attend "New Directions in Paper Conservation," a conference celebrating the 10th anniversary of the Institute of Paper Conservation (IPC). The four-day conference presented an international roster of 83 speakers and offered two concurrent lecture and discussion sessions and one seminar session each morning and afternoon. Additional attractions included an extensive trade fair, a poster exhibition and bookstall, opportunities to visit conservation facilities at Oxford museums and libraries, and post-conference tours.

IPC is an international professional association of conservators and conservation scientists who are concerned with the conservation of paper and related materials. Its purpose is to provide a forum for the exchange of information on conservation techniques, issues, and trends and a focus for increasing conservation awareness among associated professionals and the public. The Institute publishes a quarterly newsletter, *Paper Conservation News*, and an annual journal, *The Paper Conservator*.

Each session of the 10th anniversary conference covered a different technical, scientific, or theoretical aspect of the conservation of paper, book, photographic, or other records materials. Conference papers reviewed current practices, indicated future directions, and, most importantly, presented recent advances within each area.

Conservators presented technical papers that included case studies of the treatments of individual items, discussions of the use of selected materials and techniques, and practical tips for streamlining and improving working methods. Among the subjects discussed by paper conservators were the challenges of conserving, storing, and exhibiting modern oversize artworks with delicate or exotic media, the adoption of Japanese materials and techniques in Western conservation practices, and the use of synthetics as adhesives, consolidants, and storage materials. Book conservators spoke on the examination, documentation, and full treatment of the 11th century Domesday books, options for treating "ephemeral bindings" (books with simple binding structures and flexible paper covers originally intended to be temporary and in common use from the 17th to the 19th century), and a method for resewing Islamic bindings that eliminates the strain produced by later Western structures. Other conservators addressed the special needs and treatment of photographs, varished globes, papyrus, and tapa cloth which are encountered in many libraries, archives, and museums.

Conservation scientists delivered papers that centered on recent findings in biodeterioration, deacidification, environmental control, and paper discoloration. Papers related to biodeterioration covered the chemistry, characteristic damage, and treatment of microbial attack on book and paper materials. One interesting trend that emerged from this session was the general move away from fumigation with toxic chemicals toward more stringent environmental control to prevent fungal infestations unrelated to disasters. Four papers dealt with the history and current activity in the mass deacidification of bound materials. Two other papers involved comprehensive examinations of past research. The first surveyed data pertaining to the effects of aqueous deacidification on the chemical and physical aging properties of paper. The second summarized the effects of the environment on paper and leather with a view toward supporting updated environmental standards.

Several presentations illustrated col-

laborative efforts of conservators and other professionals. Conservators and conservation scientists discussed the identification and removal of deteriorated varnish films in tracing papers and the effects of pollutant gases on photographic emulsions. A paper on the historical investigation and repair of damaged terrestrial and celestial globes resulted from the combined efforts of the conservator and the historian. Another paper on the approaches used by American research libraries to address the problem of brittle books demonstrated the cooperation among conservators, preservation administrators, and librarians.

One of the most important theoretical subjects explored during the conference concerned conservation ethics. In one paper, the concept of a code of practice was addressed on the level of the individual conservator's responsibilities and the relationship these have to the development of a profession and a common framework of guiding principles. In another paper, the current code of ethics and standards of practice (developed by painting conservators in the early years of the profession) were analyzed from the perspective of the book conservator. Libraries contain functional items that may require disassembly and reassembly to preserve their utility; their relative value within a collection will require a documentation and treatment approach quite unlike the approach appropriate for individual works of art.

A lively discussion followed a museum curator's paper on the public service aspect of museums and the resulting need for increased conservation and care of *whole* collections. The magnitude of the conservation problem and the impact of extensive treatment for each collection item on patron service is well articulated in the library conservation and preservation literature. These issues have received little attention in the museum field and represent a radical change of approach in art conservation which has typically focused on individual item treatment rather than on entire collections. Other points raised during this discussion included the need for increased financial support for "phased" treatment procedures and for economical methods of providing protection for large collections. The consensus was that institutions all over the world face similar challenges: large actively used collections with a high percentage of damaged and deteriorated items and restricted finances; few senior level conservators; and limited technological options to solve these problems.

Throughout the conference, a remarkable commonality in philosophy, approach, and practice was evident among the delegates. Although from countries of different cultural and political orientations, the delegates found they encountered similar working conditions and issues. Primary among these were the difficulties of obtaining recognition from and full professional status with curatorial staff, the instant preemption by exhibition schedules over planned collection work, and the need for more collection surveys to understand better the overall requirements of collections and to assist in formulating conservation goals and priorities.

In the final analysis, the Oxford experience was extremely stimulating and gratifying. Held six years after the first international IPC conference at Cambridge University, the 10th anniversary conference demonstrated that many of the ideas, vocabularies, and techniques introduced at the first conference have become part of the established working knowledge of the profession. Perhaps the next IPC conference will carry the profession even further by creating new mechanisms for international communication and development in the conservation field.

[Karen Garlick and Sylvia Rodgers]

Preserving Our Heritage

An Address by John Agresto

This address was delivered May 15, 1986, at the statewide conference "Our Memory At Risk" sponsored by the New York State Archives, the New York State Library and the New York Document Conservation Advisory Council. The conference culminated a three-year project to explore the preservation problems faced by historical records repositories and provided a forum to discuss the Council's report and recommendations.

I temporarily head a public agency—the National Endowment for the Humanities—and because it is a public agency I want to speak not only to the professionals here today but to the broad public as well. I want to take this opportunity to lay out for citizens, for legislators, and for the press, the reasons why a conference such as this, and all the work that preceded it, are so important. We at the NEH have been increasing our efforts to find ways not only of helping to preserve our heritage and our cultural records, but of explaining why we think these kinds of efforts are vital—not pleasant, not interesting—but *vital* to the well-being of this country.

On the surface, it seems that we have a hard case to make. Take for example, the title of the work we will be discussing today, "Our Memory at Risk." There is something in the spirit of the times, maybe even in the spirit of the country, that says "So What?" America, we are told, is not a backward looking country. We tend to look ahead; we almost never look back. We harbor no illusions about the past, we hold no grudges, everything is possible so long as we look forward. We are fascinated by technology, we appreciate science, we're infatuated with predicting. But the past....Well, maybe bygones should be bygones. Huckleberry Finn, remember, was enthralled by the doings of that great man Moses—that is, until he discovered Moses had been dead for thousands of years. Then he decided he had made a mistake. What good was getting all excited about something that was, now, "only history?"

The past, it would seem, carries an odd burden in this country. Visitors to America repeatedly comment on this. Tocqueville came close to deciding that democracies almost cannot look back, that they almost willfully refuse to remember. Others can be found to claim that we Americans have no historical sense at all—that we're too young a country, that we have no history, that we surely have no feel for the historical or the ancestral. That if our memory is at risk, we'll probably just shrug and ask "So what else is new?"

Now I think these observations so boldly put are at their root, wrong. I cannot deny that we Americans are enamored of the future. I cannot deny that, as an academic subject, the study of history has fallen on some hard times of late. But I deny that Americans have no historical sense, no attachment to the past, no concern for its preservation. Go into bookstores in public places. Sure there will be a knot of people around the magazines: there will be a few shelves devoted solely to self-help books, and how-to-do-it books, and books for children. Religious volumes do well, and, at the other extreme, books on more earthy matters do well, too. But the history sections are also packed with books. Books that tell the 'inside story,' books about the depression and World War II, books that describe the movement westward, books on presidents and generals and soldiers and farmers. Compared to the literature sections, surely compared to the "classics," and definitely compared to the half-shelf devoted to philosophy, history is *thriving*. Americans absolutely want to know about the past, especially their country's past.

Think about the natural excitement we have all witnessed when someone in the family discovers an old document up in the attic. Or for example, the *pride* that my mother has in her parent's citizenship papers and the early records of their immigration. Contrary to a lot of glib talk about Americans being willfully unconscious of their past, there seems to be both an avid American interest in the past and a natural, trans-national, highly personal love of ancestral things—artifacts, records, papers, photographs.

Nor do I think that we should accept the argument that America's view of the past is a crass view. It is true that half the time when

John Agresto addresses participants in the New York statewide conference "Our Memory At Risk."

a person runs across old papers, old artifacts, old anything, the question pops up, "Gee—I wonder what it's worth?" There is something, I realize, unpleasant about the formulation. But it is not totally without it's virtue. In an awkward way it expresses the view that things that are old *are* worth something. There's a native sense that most of us have that a piece of paper from the past, no matter how common it might be, *has* to be worth something.

It is probably false sophistication to try to argue Americans away from their past. We're more interested in what historical records hold than we're generally given credit for. This love of the past and the desire to know more about it is both common to Americans and simply natural, simply human as well.

This is only the beginning of an argument about why we have to act quickly to change the course of future events. Let me add to the argument by saying something particular about America. More than any other country, this nation of ours *lives* on documents. We are not a nation that lives by ancient prescriptions, we do not live in a country that evolved from dark and unspoken occurrences obscured by time. We trace our history as a people through *documents*. . . Mayflower Compact, the broadsides of the colonial crisis, the Declaration of Independence, the Articles of Confederation, the Northwest Ordinance, the Constitution, the Bill of Rights, the Emancipation Proclamation. . . Just for a moment think about what it means to have a document that proclaims itself "a Constitution"—a *document* that, through its own efficacy, "constitutes" us as a people. The French are not French because of a set of papers, the English not English because of words written down. But we are different. We are not of one stock, or race, or lineage. We are held together by bonds of paper. We govern ourselves and see ourselves by the written word. And in a real way, respect for America means respect and care for paper and for words. In a true sense America *is* these documents, these family records, these business agreements, these naturalization papers, these letters to the editor. I do not want to overstate the case or make it sound semi-mystical, but the loss and destruction of our records and writings and documents does real damage to America.

So far I've only said two things—first that we do ourselves a favor, each of us, when we act to preserve our heritage. The preservation of memory is a *satisfying human act*, as satisfying to Americans as it is to others. It is simp-

ly, properly "natural." Second, respect for the written record is particularly appropriate in a country such as ours that lives by words and by documents.

There are also particular political reasons for documentary preservation. No one can be clearer than Jefferson on these matters: Democracy depends on knowledge and the diffusion of knowledge. Democracy simply doesn't work when citizens, for example, don't know the debates and decisions of those they have elected to public office. Democracy depends on information shared. Otherwise the attacks of the enemies of democracy will always be true: that popular rule is ignorant rule.

But we can go further. The preservation of and *access to* our past is in itself an eminently democratic act. To take information out of the vaults and have it reproduced and accessible to *anyone who is interested,* not just the few with particular access, is an eminently democratic act. Here Jefferson and Madison go together: Jefferson hoped that by the wide diffusion of knowledge we would help perfect our form of government. That we'd prove to the world that popular rule was just rule and, also, intelligent rule. And Madison turned that around and showed that our form of government would prove its worth not only because it was supported by intelligence and information but also because it encouraged the *diffusion* of knowledge. When Madison, in an odd metaphor, talked about "liberty and learning *leaning* on each other" he meant to point out this dual relationship—not only that liberty relied on learning but that the expansion and dissemination of information was the test, the mark, of truly liberal governments. The preservation of our heritage and its diffusion is the perfect democratic act.

Even though we're talking about politics here, it's amazing how the principles of preservation and access belong to no partisan camp. Conservatives should, and I think they do, have an interest in the preservation of our past, in the records of our culture, in the works that help define our national character. On that level preservation is surely a conservative act. But it is a highly liberal act as well. First, it's liberal in James Madison's terms: information and knowledge give us the wherewithal to think for ourselves, to be free to come to our own conclusions. We need not look to Orwell for an understanding that the control of information is the first step in the control of minds, or that he who controls the past controls the future. We have only to look to our own experience with slavery in America; to keep information and the means of acquiring it away from the slave was the surest method of subjugation. Again I repeat myself—free and democratic nations should have a particular interest in all aspects of preservation.

But why, in particular, are we at NEH interested in such projects? In some ways this is the easiest thing to answer. But our reasons are—or should be—no different than *everyone's* reasons for wishing projects (such as this one here in New York) well. We have, first of all, an obligation to scholars and to the enterprise of scholarship. It is simply a fact of life that we get almost all our information second-hand. But records are the means by which, when we need to, we can get information first-hand. Scholarship, moreover, has never been simply for scholars. Every citizen has an interest in seeing that the historical record is open, that we can always go back and find the truth 'first-hand.'

By the same token *teachers* have an interest in the careful preservation of the historical record too. The availability of primary source materials—whether it be our major national texts, or local demographic records, or colonial newspapers or census reports, or radio performances before there was T.V.—lie at the foundation of good teaching. Whether it's a project in local history or the attempt to fill in the biography of a national leader, we cannot teach without reliance on the record, on the original text. Thus we at NEH have a double duty—not only to help preserve the historical record but to encourage its use (in the classroom) as well. Perhaps the most distressing statistic I have read recently was published by the American Council on Education. They asked a wide ranging sample of colleges and universities how many could honestly say that primary texts, as opposed to excerpts or textbooks, were used in their classrooms. The number was only 27 percent. We clearly have a *set* of obligations: first to preserve our primary sources, our crumbling books, our historical records, and second, to see to it that we invite people to *use* them.

Moreover, in addition to scholars and teachers, *parents* have a stake in preservation. The transmission of culture is, first and foremost, in parental hands: It is from parents that we learn to place ourselves

within the chain of being. It is from parents that we learn what our forebears did and said, where they came from, and why. If for no other reason than the great value of family history and family ties, preservation is central.

The preservation of local records underlies the health of other non-political associations—business organizations, fraternal societies, church groups, clubs. We are both politically and socially a decentralized nation and those things that protect and support the viability of local, private organizations and their self-understanding is of the highest value. Liberty and learning, democracy and information, *lean* on each other.

For a long time now the NEH has supported the preservation of humanities material. Last year, however, we separated out our preservation efforts into a single office. In fact, my first duty as Acting Chairman 15 months ago was to have a press conference on the matter of preservation. To be absolutely honest about it, our main idea was not to *start* funding preservation projects—NEH had done that for years—but to *focus attention* on the problem. We now have separate and increasing congressional funding for this line in our budget and we've funded some truly exemplary projects since last year. We've supported the microfilming of Stanford University's deteriorating Russian collection—the papers, pamphlets and photographs from the early revolutionary period. We've supported the New York Public Library's project for the cataloging and preservation of 2,000 newspapers; we're helping to support the production of a documentary film for public T.V. on the preservation crisis; and we're working with the Rochester Institute of Technology to develop improvements on test methods for photographic storage materials. We have, beyond all this, tried to contribute to the formation of an active partnership between Washington and archivists and records administrators in state and local governments, and this type of relationship needs to be nurtured even further.

In summary, we've been doing everything we can to support scholars and archivists and to let the public know that their memory really *is* at risk. My staff and I have done our best to let the public know *why* the preservation of our books and our documentary history is so important. We began with the statistics that catch the press' attention and scandalize everyone. . . There are 75 million books in research libraries that will be beyond use by the end of this century; if we took these works and put them on a bookshelf, the bookshelf would stretch from New York City to Dallas, Texas. . . .

Getting beyond the numbers, we talk about the loss to all of us as scholars, as teachers, as parents, and as citizens. We are not above making utilitarian arguments. The loss of the past is irreplaceable; these documents help us understand the present and prepare us for the future; these records tell us about how our cities are built, how diseases spread, where the pipes are underground. Diaries, journals, ledgers, maps, reports, deeds, blueprints—without the content of these vital records daily life is hurt in a thousand different practical ways. If we don't know the past we may have to repeat it.

But preservation is more than utilitarian. I'm reminded that last year in our budget hearings, Congressman Sidney Yates characterized the program as not only good work but *noble* work. He was right and he wasn't just being romantic about it. When we preserve these documents we're doing more than a service to scholarship or to daily life. We're keeping alive the work our forebears did. We call back to life their thoughts, their minds, their ideas, their hopes, their activities. We preserve more than "history." We preserve human efforts and triumphs and pains and successes. If it's true that modernity tends to make us separate, isolated and individual, it is also true that preservation re-forges our links to the past and to other men and women.

We have a human obligation *not to forget*. In the hope that our work does not die with us, we rightly preserve the work and writing and records of others now gone. I, too, do not wish to sound romantic, but we *owe* it to those who went before us to keep their work and lives and thoughts alive. Preservation has two sides to it: it is useful and practical to us, the living; and to the dead it is simply just.

[John Agresto is at present the Deputy Chairman of the National Endowment for the Humanities. He served as Acting Chairman from February 1985 until the appointment of Lynne V. Cheney as Chairman on May 15, 1986. In May, Dr. Agresto was nominated by the President for the position of Archivist of the United States.]

NEH Office of Preservation Additional Fiscal 1986 Grants

Preservation Grants

American Film Institute
Washington, D.C.
Project Director: Stephen Gong
Title: Development of Preservation Practices and Standards for Film and Video Materials
Dates: 7/1/86–6/30/87

To support the development of procedures and standards for the preservation and restoration of motion picture film and video materials. $20,000.

Association of Research Libraries
Washington, D.C.
Project Director: Jeffrey Heynen
Title: Machine-Readable Cataloging for the *NRMM* Master File
Dates: 7/1/86–2/28/89

To support the production of machine-readable catalog records for the monographic reports in the *National Register of Microform Masters* Master File. $500,000 outright; $330,000 match.

Association of Research Libraries
Washington, D.C.
Project Director: Duane E. Webster
Title: Support to the Preservation Planning Program in Research Libraries
Dates: 7/1/86–12/31/86

To support enhancement of the ARL *Preservation Planning Program Manual* and *Resource Notebook*. $13,937.

Center for Research Libraries
Chicago, Illinois
Project Director: Laura Gutierrez-Witt
Title: Preservation Microfilming of the Ministerial Reports of Latin America
Dates: 10/1/86–9/30/88

To support the preservation microfilming of the annual reports of Latin American ministries. These reports collectively represent the most extensive governmental records available and will serve as the basis for research by humanities scholars in a number of disciplines. $255,309 outright; $100,000 match.

Indiana University
Bloomington, Indiana
Project Director: Anthony Seeger
Title: Preserving the Archives of the Languages of the World
Dates: 8/1/86–7/31/87

To support the preservation of and access to the linguistic recordings and documentation of the Archives of the Languages of the World. $53,892.

Research Libraries Group, Inc
Stanford, California
Project Director: Patricia McClung
Title: East Asian Microfilming Project
Dates: 9/1/86–8/31/88

To support the microfilming of Chinese language monographs, serials, and newspapers published between 1880 and 1949 and held in seven major collections by RLG member institutions (Hoover, Columbia, Princeton, UC-Berkeley, Chicago, Yale) and the Library of Congress. $210,291 outright; $30,000 match.

Southwest Museum
Los Angeles, California
Project Director: Daniela P. Moneta
Title: Preservation of the Nitrate Film Collection
Dates: 7/1/86–6/30/88

To support the preservation of the nitrate film collection in the Southwest Museum's photo archives, a most important ethnographic and archaeological record of California, the Southwest, and Mesoamerica. $38,075.

University of California—Berkeley
Berkeley, California
Project Director: Joseph A. Rosenthal
Title: Preservation Implementation Project, Part II
Dates: 10/1/86–9/30/87

To support the second phase of a two-part project to train experienced librarians from each of the University of California research libraries in the administration of preservation programs for their home university. $88,385.

U.S. Newspaper Program Grants

Alabama Department of Archives and History, Montgomery, Alabama
Project Director: Edwin C. Bridges
Title: Alabama Newspaper Project Microfilming Phase
Dates: 10/1/86–9/30/89

To support the preservation microfilming component of the Alabama Newspaper Project. The project will produce 5,000 rolls of microfilm of newspapers important for research. $172,212 match.

Boston Public Library
Boston, Massachusetts
Project Director: B. Joseph O'Neil
Title: Massachusetts Newspaper Planning Project
Dates: 7/1/86–2/28/87

To support planning for the Massachusetts Newspaper Project, including a survey of 1,000 repositories holding an estimated 3,500 newspaper titles. $10,001.

Indiana University
Bloomington, Indiana
Project Director: Sally Rausch
Title: Indiana Newspaper Project
Dates: 7/1/86–6/30/87

To support a supplement to the Indiana Newspaper Project for the addition of two para-professionals to aid in cataloging newspapers at the Indiana State Library. $50,131.

State Library of Pennsylvania
Harrisburg, Pennsylvania
Project Director: David R. Hoffman
Title: Pennsylvania Newspaper Project, Cataloging and Preparation
Dates: 7/1/86–12/31/86

To support continuation of the Pennsylvania Newspaper Project. $88,041.

West Virginia University
Morgantown, West Virginia
Project Director: Harold M. Forbes
Title: West Virginia Newspaper Project Microfilming Phase
Dates: 7/1/86–6/30/88

To support the preservation microfilming component of the West Virginia Newspaper Project. Project staff will film West Virginia titles and holdings not already in microform copy, enter records for the microfilms into the OCLC/CONSER database, and provide access to the titles through interlibrary loan. $77,000 outright: $10,000 match.

NEDCC Expands Microfilm Services

The microfilm services at the Northeast Document Conservation Center (NEDCC) in Andover, Massachusetts, have recently moved to a larger space in Abbot Hall and added additional staff. Funds for the purchase of new equipment have been provided by the National Endowment for the Humanities, the Mabel Pew Myrin Trust, and the Polaroid Foundation. The expansion reflects an increase in demand for microfilm and photographic copying services.

In 1978 NEDCC initiated a preservation microfilming service to complement its services for laboratory conservation of books and paper. In addition, NEDCC's field service program provides on-site surveys of preservation needs, conducts workshops and seminars, and responds to calls for disaster assistance.

The scarcity of microfilming facilities has been cited by libraries as a major impediment to a national preservation effort. As more librarians begin to undertake preservation programs, with

NEDCC's microfilm services specializes in hard-to-film materials such as newspapers, manuscripts, and brittle books.

emphasis on preserving information through microfilming, the need for new and expanded facilities capable of producing archival quality microfilm has become acute.

NEDCC's increased capacity allows it more easily to handle large projects, such as those for Stanford and Brown Universities, both participants in the cooperative microfilming project of the Research Libraries Group (RLG). NEDCC's microfilming service is also currently preserving the Margaret Bourke-White collection of negatives from the George Arents Research Library for Special Collection at Syracuse University. This collection includes over 18,000 negatives. In addition to microfilming the entire collection, NEDCC's photoduplication services will copy each negative onto safety film. The original negative will be placed in long-term cold storage, while the interpositive produced at NEDCC will serve as the permanent archival image. This will enable scholars and researchers to browse the copies and thus reduce handling of the originals.

The expansion of the microfilm services builds on NEDCC's extensive experience in producing preservation microfilm over the last seven years. For more information contact Veronica Cunningham, Director of Microfilm and Photoduplication Services, (617) 470-1010.

Optical Disk Update

The Print Project Retrieval System

The Library of Congress Optical Disk Print Pilot Project is examining several approaches to retrieval of periodical literature to explore the ways readers might use an optical digital disk based document storage, display, and print system. Beginning in January 1986, public use of the optical disk system has been available at image display terminals in the Science, Law, Newspaper and Current Periodical, and Main reading rooms.

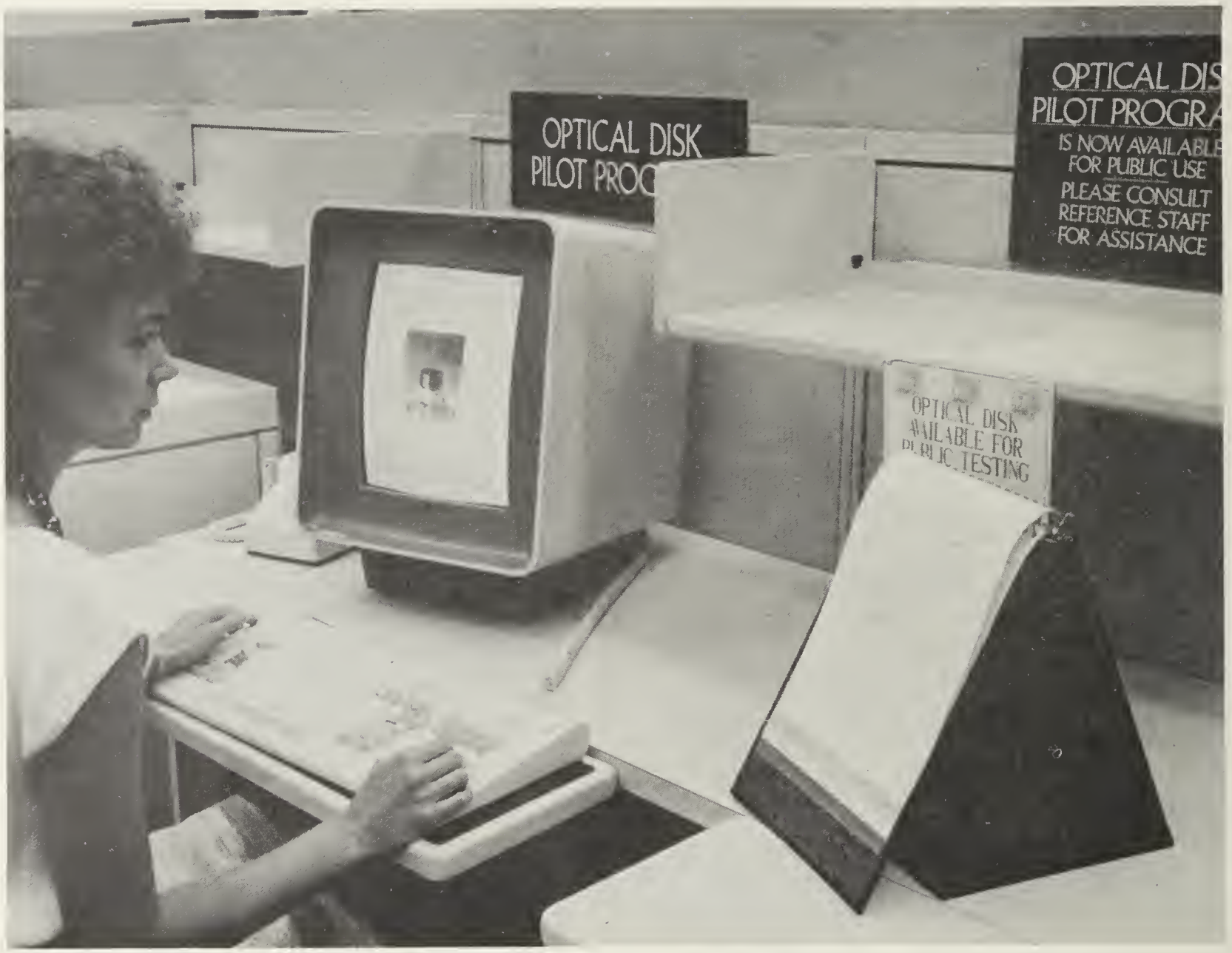
The Library's print pilot project has always worked on the assumption that the optical storage medium would be used for the source documents themselves. Two key questions, however, have formed the basis for the Library's exploration of *retrieval* issues: What type of indexes could be created for the source documents and how precisely could the source documents be presented to the reader? The initial approach to retrieval developed could be termed *Article Level Indexing Linked to an Article Level Optical Disk File*. In this case, an existing index

created by the Library's Congressional Research Service (CRS) was used as the basis for the retrieval system. The index, "Bibliographic Citation File" (BIBL), contains several hundred thousand references to the literature of public policy. It is in the form of a traditional indexing and abstracting file and contains author, title, source, abstract, and subject terms taken from the CRS *Legislative Indexing Vocabulary Thesaurus*. A reader can use this file to gather a fairly comprehensive set of references to almost any topic related to matters of public policy. Access is by author, title, subject terms, and keywords from the text of the abstract. The material cited includes journals and reports as well as congressional publications.

Scanning of the source documents for the optical disk file associated with the BIBL file was at the complete article level. This allows the reader to move from a bibliographic citation for an article to a copy of the entire article. The article may be read on the screen, printed at a local convenience printer, or printed overnight on a high speed printer. During document preparation of the articles, extraneous material is removed and the reader receives only the article itself, without unrelated or intervening pages. This method of linking the bibliographic retrieval system with the optical disk retrieval system provides the reader with an excellent integration of the two systems and minimizes user effort. Having found an item or items through the normal on-line search process, the reader can simply enter one additional command to call up the text of the item itself. The underlying design, or "systems architecture," of the retrieval system is complicated, but the user is presented with a straightforward method to retrieve the desired information. The optical disk features were simply added to an existing retrieval system in such a way that they are virtually self-explanatory and require no additional instruction for the reader. A major limit to this retrieval approach is the cost of document preparation. Articles must be prepared individually and scanned for storage on optical digital disks as discrete items. They must also be linked via their control number to the associated record in the bibliographic file.

Partly in response to the costs associated with this method and partly to explore alternative retrieval needs, the Library is developing a second procedure for searching that can be characterized as *Issue Level Indexing Linked to an Issue Level Optical Disk File*. Using the same basic retrieval system in place at the Library, a file is created that contains records for the entire issue of a journal with links to a scanned copy of the issue stored on optical digital disk. This method of retrieval mimics the delivery of the entire issue to the reader. It would be helpful to those who come to the library with a citation for a known article and who therefore do not need to do a bibliographic search first. It is also a potentially useful way to allow readers to scan through recent issues of journals, as many do, either as a means of conducting their own current awareness service or of locating relevant articles before the indexing services have cited them.

The third approach to retrieval that will be explored by the Library in the pilot program combines the two previous retrieval methods and could be described as *Article Level Indexing Linked to an Issue Level Optical Disk File*. As publishing of source documents on optical digital disk develops, this approach will test the feasibility of linking existing machine-readable indexes to source documents published in an optical digital disk format. The Library is in the process of integrating a commercially-available magazine index with issues of those journals for which the Library has received copyright permission to use during the pilot program. Using this retrieval method, the reader will conduct a search for articles in the index as he or she did with the BIBL file. The optical digital disk system will deliver to the screen the



LC staff user Christine Zynjuk at the image display workstation in the Newspaper and Current Periodical Reading Room. The optical digital imaging system will continue to be tested throughout the pilot project in four public reading rooms. Both online and printed instructions for using the system are available.

issues of the journal containing the articles found. One of the critical research and development questions to be explored with this approach is how easily and satisfactorily the reader can move through the issue to find the desired article. There are significant obstacles to this retrieval approach including the amount of advertising found in journals and the fact that articles printed on non-consecutive pages present the difficulty of linking page number to stored image number. Solutions to these problems will determine the viability of this approach. If these problems can be overcome, however, the Library will have a much better understanding of the advantages that can accrue from the integration of the existing machine readable files with optical publishing.

One concern that affects all three approaches to retrieval is speed of response time. In a shared resource system where a single system serves many users at the same time, response time can become an issue, depending upon the criteria used. At the moment, although the basic search system is still very rapid, it can take several minutes to transfer the optical images to the user terminal for viewing. Compared to the time required to obtain these items from the stacks, this is an improvement of several orders of magnitude. Compared to the normal online search response time, it is, of course, quite slow. The evaluation of the various retrieval methods will help the Library determine how significant a problem this may be, and how it might be addressed.

[Jeff Griffith]

Publications

Report of the Committee on the Records of Government **Washington, D.C., March 1985. 191 pages.**

This publication culminates an eighteen month study conducted by a privately sponsored committee to "identify and propose means by which governments at all levels might rid themselves of needless and wasteful records while ensuring the preservation of that fraction deserving to be kept." The work of the Committee on the Records of Government was sponsored by the American Council of Learned Societies, the Council on Library Resources, and the Social Science Research Council. Over the course of its study, the Committee held eight informational meetings with public officials and private citizens familiar with government procedures and records. The list of participants and additional interviewees is included in the *Report*.

In its report, the Committee defines how records serve the public interest, provides a detailed historical review of federal records management initiatives, describes the records management and preservation crisis facing governments, and makes specific recommendations for action. Because of time constraints, the Committee concentrated on problems and solutions within the federal government; however, the *Report* states that the principles underlying the conclusions and recommmendations apply to individual states and localities as well.

The *Report* begins by chronicling how as government grew it became increasingly difficult to achieve efficiency in operations while at the same time preserving records important for historical and other public purposes. The advent of computer records in government greatly modified the way government produces, distributes, and stores information and also greatly complicated access to, and management of, records. "Most computer-generated information is maintained on transitory media...the ease of destroying information on reusable media will not allow judgements to be made by archivists months or years later." The *Report* goes on to say that "the new technologies offer the potential for finally devising a rational system of keeping and using public records. Unfortunately, few information systems are now designed to preserve or retrieve documentation from the past."

The *Report* includes the conclusions and recommendations of the Committee. These emphasize the role of each agency in identifying and planning for the preservation of records of permanent historical value—whether paper or electronic.

Appendices to the *Report* provide an overview of government records programs and discuss the *technical* problems associated with the preservation of information of enduring value (an issue mentioned only briefly in the body of the *Report*). Appendix III contains additional information on government records programs including a selected listing of studies and surveys from 1899 to the present and appraisal guidelines for permanent records issued by the National Archives in 1983. The *Report* is available from the Council on Library Resources, 1785 Massachusetts Avenue, N.W., Washington, D.C. 20036.

Library Binding Institute Standard for Library Binding. Eighth edition. Rochester, New York: Library Binding Institute, 1986.

This edition of the *LBI Standard* is a complete revision of the previous edition.

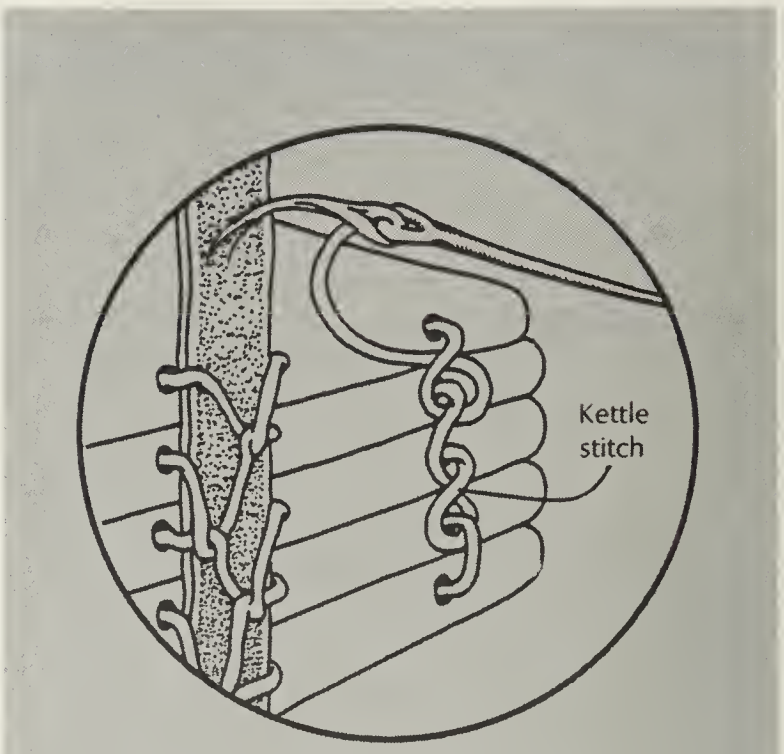
Earlier editions of the *LBI Standard* emphasized strength as the best measure of the quality of the binding; the eighth edition incorporates the growing concern binders and librarians have in the long-term preservation of the text the binding product is intended to protect.

The foreword to the *LBI Standard* states: "For decades, commercial binding services have been the chief preservation option (and often the *only* preservation option) available to most libraries. . . . While the demand for affordable binding has dictated the gradual streamlining of production techniques and the introduction of automated procedures, the need to accommodate the variable nature and condition of library materials has always been recognized." The new edition formalizes and codifies this concern while maintaining a standard to guide the industry.

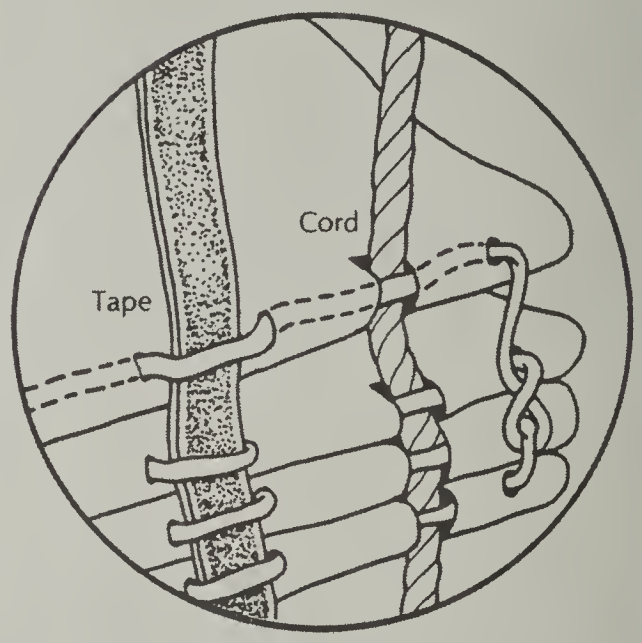
The standard was developed by an ad hoc committee of the LBI Standards Committee and included LBI members Paul Parisi, Werner Rebsamen, and Dudley Weiss. Jan Merrill-Oldham, head of the Preservation Department at the University of Connecticut, Storrs, and an expert in the area of library binding, was also a member of the group.

The standard is organized into two major sections. "Technical Specifications" describe binding processes such as examination and collation, rounding and backing the spine, and casing-in; these are arranged in the order they are performed in the bindery. The section on Materials Specifications describes physical and chemical qualities required for paper, adhesives, thread, binder's board, etc. Paper products must meet the *American National Standard for Information Science—Permanence of Paper for Printed Library Materials* (ANSI Z39.48—1984).

In revising the *LBI Standard,* the committee in particular addressed the issue of method of leaf attachment. Previous editions emphasized "oversewing" as the preferred method due to its great strength. The new edition describes five methods of leaf attachment including



Kettle stitch



Sewing on sawn-in cords
and
Sewing on tapes

The Glossary to the Standard *is enhanced by the illustrations of Gary Frost.*

"sewing through the fold" and "double-fan adhesive binding" that match the various binding challenges faced by libraries—especially those posed by narrow inner margins and weak paper.

The *LBI Standard* is available for $5. from Library Binding Institute, 150 Allens Creek Road, Rochester, New York 14618. (716) 461-4380.

Preservation Librarian, The University of Chicago.

Responsible for developing and implementing a comprehensive, multiphased program of preservation for the Library's collections. Broad management duties will include development of preservation policy and recommendations, the interdepartmental and interdivisional coordination of preservation activities, education programs for staff and library users, strategies for seeking outside support for special programs and cooperative activities, and the implementation of any resulting special programs. At the present time the Commercial Binding and Conservation and Repair sections and the Photoduplication Department report to the Preservation Librarian. Reports to the Associate Director for Public Services and works in close cooperation with the Head of Collection Development. A detailed position description and statement of the Mission and Scope of the Preservation Program is available on request.

Qualifications: Candidates should possess the ability and initiative to provide leadership through the complex stages of planning, developing and managing a comprehensive preservation program. Administrative experience in a research library is required. A graduate degree from an accredited library school and experience in preservation administration are preferred. Experience in conservation or reformatting is desirable.

Salary: $28,000 or higher depending on qualifications and experience.

To apply: Send curriculum vitae and names of three references with a letter of application to Search Committee for Preservation Librarian, c/o Personnel Officer, The University of Chicago Library, 1100 East 57th Street, Chicago, IL 60637.

Date: Applications are requested by August 15, 1986; however, applications will be accepted until the position is filled.

Conservation Resource Manager, Georgia Department of Archives and History.

Responsible for developing, implementing, and managing a comprehensive conservation program which focuses on collection assessment, maintenance through document preservation and micrographics, environmental control, disaster planning, training, and staff supervision. Plans, manages, and directs the work of professional and technical managers involved in the daily operations of complex document conservation and micrographics laboratories already in place.

Qualifications: Completion of an undergraduate major and three years of proven experience in a supervisory or administrative position in an archival institution, library, or document preservation program. Documented advanced training in conservation administration and good oral and written communication skills.

Salary: $24,084–$28,512 depending on qualifications. State merit position with benefits.

To apply: Direct inquiries to Lorraine Lee, Georgia Department of Archives and History, 330 Capitol Avenue, S.E., Atlanta, GA 30334. (404) 656-2362.

Closing date: August 15, 1986.

Preservation Calendar

August 17–22

"Preservation of Black-and-White Photographs." Rochester, New York. A laboratory seminar sponsored by the Rochester Institute of Technology's Technical and Education Center of the Graphic Arts. The seminar coordinator is George T. Eaton; conservators and archivists from the Eastman International Museum of Photography, the National Archives, RIT, and the Canadian Center for Architecture will teach the course. Registration is limited to 48 participants. Contact RIT Technical and Education Center of the Graphic Arts, One Lomb Memorial Drive, P.O. Box 9887, Rochester, NY 14623.

September 8–11

"Preserving the Word: Past Imperfect, Future Imperative." Harrogate, Great Britain. This conference is cosponsored by the Library Association of Great Britain and the National Preservation Office of the British Library. The conference will cover a wide variety of topics and include 20 speakers from both sides of the Atlantic. For more information contact Rob Palmer, The Library Association, 7 Ridgemount Street, London, WC1E7AE, England.

December 9

"Preservation Photocopying in Archives and Libraries." The Second Annual National Archives Preservation Conference, Washington, D.C. This conference will address criteria for preservation photocopying including equipment capabilities, toner stability, and paper quality. The role of preservation photocopying in archives and library conservation programs will also be discussed, as will problems posed by copying bound volumes and loose paper in a variety of formats, media, and conditions. Information will also be provided on stability problems posed by historical copying processes. Send $30 registration payable to "National Archives Trust Fund, Account G0010117." For further information contact Alan Calmes, Preservation Officer (NSZ), National Archives, Washington, D.C. 20408. (202) 523-1546.

News and Notes from NPPO

DEZ Update

The Library's book deacidification program is moving forward following resolution of two fire incidents at the Library's pilot plant (reported in the March 17 issue of the LC *Information Bulletin*). The incidents led to the shutdown of the facility in February.

An investigation of the problems at the test facility conducted by the Accident Investigation Board of the National Aeronautics and Space Administration (NASA) has pointed to a combination of inappropriate procedures, equipment malfunction, and design deficiencies as the cause of the two incidents. As reported in the July 7 issue of the LC *In-*

formation Bulletin, the Library's own review of the incidents revealed serious design and procedural deficiencies that will be addressed and corrected in a redesign of the test facility.

In addition, the Library has taken action to modify technical engineering input and to improve the overall management of the deacidification program. The Library is putting together a team of experts and outside contractors to accomplish the task of bringing the main plant into operation by the end of 1989. Project management has been consolidated under Peter G. Sparks, director for preservation, who will report for the project to Donald C. Curran, Associate Librarian of Congress. After discussions with NASA, the Library mutually agreed that the project would be better served by locating the test facility and its design aspects in the chemical process industry. Contracts are being negotiated with a producer of metal alkyls and a chemical engineering design firm to undertake the design, construction, and operation of the new test facility.

Cameras Rolling on Preservation Film

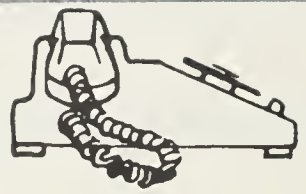
Production has begun on a documentary film on the preservation of library materials. The film, sponsored by the Council on Library Resources, the Library of Congress, and the National Endowment for the Humanities, will inform the public about the preservation problem and identifiable solutions.

Shooting began in Vienna, Austria, where producer Terry Sanders, of the American Film Foundation, and his crew filmed the opening ceremonies of the Conference on Preservation of Library Materials sponsored by the Council of Directors of National Libraries. From Austria, the film crew moved on to the National Library of Italy in Florence where they filmed restoration activities still underway almost twenty years after the destructive flooding of the Arno River.

Subsequently, the crew spent a week in Washington, D.C., at the Library of Congress, the Smithsonian Institution, the Council on Library Resources, the National Archives, the National Library of Medicine, and in the U.S. Senate. Other locations on the East Coast have also been visited by the camera's eye. Among them are the New York Public Library, the Iron Mountain records storage facility, Harvard University, and the Northeast Document Conservation Center. This and subsequent footage will be used to help meet the principal objective of the film, which is to establish the relationship between information in its many forms and the careers and daily lives of the film's viewers.

Basic shooting for the film will be completed in mid-summer, with final delivery of the film planned for early 1987.

Producer/Director Terry Sanders (standing third from left) with the film crew and Frank Hengemihle, physical science technician, filming the process of measuring paper acidity in a modern book.



Over the Telephone. . .

Inquiry: It's exam week here and one of our students just dropped two pounds of bait crickets into the book return which feeds directly into the library. There are crickets all over the place. Will they infest the collections, and do we need to fumigate?

[D. M., Georgia]

Response: The kind of crickets used for bait might eat fabric, but they probably don't pose a serious threat to the book and paper collections. However, they will leave droppings and, because they have chewing mandibles, they will chew on available materials if they are hungry enough. It is doubtful that they will reproduce in the library, but they could be a nuisance and it is best to take steps to eliminate them.

Wholesale fumigation is not necessary in this case. The problem can be dealt with by library personnel as follows: First, fan-spray the perimeters of every room where crickets have been seen, using Fikam-W (two packets per gallon of water). This material is odorless and lasts two weeks. It is a powder and can be purchased in boxes of 10 packets per box. After spraying, place glue boards along the walls of each room. These are small pieces of card that have been coated with a sticky substance that traps the cricket when the insect walks across the board. The boards come in "mouse" or "rat" sizes, and are typically sold in quantities of 75 per box. The "mouse" size is adequate for crickets. Two brands of glue board are Hold-fast Glue Board (Woodstream Corporation) and Trapper Glue Board (Bell Laboratories). There are probably others. Two boxes are enough for a two–three story building. Both the glue boards and the chemical powder are available from suppliers of chemicals and equipment for the pest control industry. Consult the Yellow Pages under "extermination supply houses."

[Merrily A. Smith]

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NATIONAL
PRESERVATION
NEWS

No. 6, October 1986

A Newsletter of the National Preservation Program Office — *The Library of Congress*

Preservation Initiatives in the States

New York

Legislative Initiative

In fiscal year 1984-85, the State of New York appropriated an annual $1.2 million for the preservation and conservation of library research materials. The program is administered through the Division of Library Development of the New York State Library. The appropriation was part of a total $57 million in state aid granted to libraries and represented the first state government support for preservation anywhere in the nation.

The bulk of the money, $1 million, was earmarked for support of preservation programs in the eleven major research libraries of New York (Columbia, Cornell, New York State Library, New York University, University of Rochester, Syracuse University, the Research Libraries of the New York Public Library, and the State University of New York Centers at Albany, Binghamton, Buffalo, and Stony Brook). $200,000 was set aside for discretionary grants on a competitive basis to all other libraries and other repositories holding materials of special or unique research importance. Legislation enacted in 1986 increased the annual appropriation to $2 million, with the increase including $350,000 for *cooperative* programs among the eleven major libraries and an additional $300,000 for discretionary grants. Legislation is currently being proposed to raise the total annual appropriation to $3 million.

Continuing support for preservation programs in the eleven research libraries, coupled with a forum for developing a cooperative approach, will strengthen New York's efforts to address the preservation of important research resources in the state as well as its ability to contribute to the emerging national effort. The discretionary grant program is being enhanced with a new program of preservation education and technical assistance. This outreach program will help identify important collections, assist institutions in program and proposal development, coordinate the discretionary grant program with the program for the eleven research libraries, and evaluate progress and disseminate successful elements as a model for other states. For further information contact Connie Brooks, Conservation/ Preservation Program, Division of Library Development, New York State Library,

** State seals used in this issue indicate that specific legislation supporting preservation activities exists in the state.*

10-B-41 Cultural Education Center, Albany, NY 12230. (518) 474-4969.

Statewide Planning

Concurrent with New York's impressive legislative initiative for preservation, the State Archives and State Library are concluding a three-year joint preservation planning and advocacy project funded in part by the National Endowment for the Humanities (*National Preservation News*, April 1986).

Our Memory at Risk: Preserving New York's Unique Research Resources was drafted during the three-year project, discussed at a statewide conference in May 1986, and modified based on input from conference participants and others. The final version will be published in early 1987. The report includes recommendations for statewide preservation activity, with the goal of insuring the survival of information of enduring value to the citizens of the state. Guided during the planning process by the ad hoc New York Document Conservation Advisory Council, the project's recommendations for action are addressed on multiple levels. Significantly, individual citizens, associations, and institutions are urged to take *independent action* to address the preservation problem; this is a crucial aspect of the program, emphasizing the value of grass roots recognition of a problem that concerns all citizens. Recommendations for *statewide action* emphasize direction and support and include the following areas:

- identification and selection of materials
- education and training
- preservation standards and information services
- disaster preparedness and assistance
- local and statewide public awareness
- investigation of preservation service needs and options
- state financial and technical assistance
- national cooperation and support
- ongoing preservation evaluation and planning

The report is addressed to state legislators, the governor, and other state government leaders who have responsibility for preservation of research resources throughout the state. For further information, contact Christine Ward, Project Coordinator, NY Document Conservation Planning Project, New York State Archives, Cultural Education Center, Albany, NY 12230. (518) 474-5135.

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

The Library of Congress
National Preservation Program Office
LM G07, Washington, D.C. 20540
Telephone: (202) 287-1840
Carolyn Clark Morrow, Editor
Merrily A. Smith, Contributing Editor

The paper used in this publication meets the minimum requirements of American National Standard for Information Sciences—Permanence of Paper for Printed Library Materials, ANSI Z39.48—1984.

Maine

On April 26, 1985, 150 Maine librarians, curators, historical society members, and interested citizens participated in a conference designed to increase awareness of the need to preserve library, archival, and historic collections and provide information about preservation alternatives.

The conference was the result of a growing concern about the deterioration

of historically valuable materials in the state of Maine, and was cosponsored by the Maine State Library and Bridgeport National Bindery, Inc. of Agawam, Massachusetts. While participants were very receptive to the concept of preservation, it was obvious that without sound financial support little positive action would take place.

During the conference, State Librarian J. Gary Nichols pledged his support for the development of a statewide preservation program. Working in consultation with State Library staff, the Northeast Document Conservation Center, and others, Mr. Nichols drafted a legislative document for introduction to the 112th State Legislature in January 1986.

During 1986, documentation was prepared for presentation to legislative committees and support was enlisted from libraries, historical societies, legislators, and private individuals. After careful review, the legislature voted to enact the Conservation and Preservation bill and Governor Brennan signed it into law. The bill provides an annual fund of $25,000 for conservation of materials owned by the State Library and $50,000 for matching incentive grants to be awarded to institutions for the preservation of unique research materials.

This landmark legislation is an important first step in establishing a program that will insure that valuable documentary resources of special significance to the heritage of Maine are preserved for future generations. However, much work remains to be done. A statewide assessment program must be developed to determine preservation needs, including special training requirements for individuals charged with the care and handling of unique documents. Services needed to support special preservation projects must be identified. In addition, technical information must be disseminated to assist applicants in the development of projects. For more information contact J. Gary Nichols, State Librarian, Maine State Library, Cultural Building, August, ME 04333. (207) 289-3328.

New Jersey

In 1984, the State Library of New Jersey contracted with the Northeast Document Conservation Center to conduct a study of preservation needs and develop a state plan to address them. The study was directed by Howard P. Lowell (Director of the Oklahoma Resources Branch of the Oklahoma State Library) who worked with a statewide Advisory Committee chaired by Assistant State Librarian Donna Dziedzic. *A Plan for Preservation in New Jersey Libraries: First Steps Towards a State Approach for the Preservation of Library Materials in New Jersey* identified several crucial areas of need including preservation awareness and advocacy, disaster planning and assistance, institutional plans and programs, and access to preservation and conservation services. The plan stressed that cooperation was the most cost-effective method of coping with common preservation problems and that the State Library should provide preservation leadership for the state.

Implementation of the plan began with the passage in 1985 of Senate bill 1020 creating the Library Development Aid Law which included provisions for funding preservation and conservation grant projects in New Jersey libraries. Concurrently, a Library Services and Construction Act grant was used to fund a preservation consultant position within the Library Development Bureau and, in May 1986, to hire Sally Roggia to develop a detailed implementation plan for a New Jersey statewide preservation program.

Initial work includes the establishment of an information clearinghouse, disaster recovery program, and basic preservation education program. Preservation information, training, and service programs will be developed in cooperation with the state's regional library cooperatives which form the New Jersey Library Network. Regulations and guidelines for the preservation grant program are being developed

in anticipation of full funding for the Library Development Aid Law. For more information contact Sally Roggia, Preservation Consultant, Library Development Bureau, New Jersey State Library, 185 West State Street, Trenton, NJ 08625-0520.

California

In July 1986, the libraries of the nine campuses of the University of California (UC) initiated a cooperative program to preserve their library and archive collections with an initial annual appropriation of $200,000 from the State of California. Cooperative preservation efforts in FY 1986-87 are focused on disaster preparedness and response, preservation microfilming, education and training of preservation staff, and tracking of developments in mass preservation technologies.

Governance of the cooperative program is provided by a steering committee of UC library directors. Program implementation is the responsibility of an operations committee composed of preservation officers charged with managing campus preservation programs to meet the needs of the university and its nine campuses (Berkeley, Davis, Irvine, Los Angeles, Riverside, San Diego, San Francisco, Santa Barbara, and Santa Cruz).

The cooperative program also has a central staff to facilitate the work of the steering and operations committees: a director for general management and coordination of operations; a preservation librarian for education and training; and an administrative assistant. The program staff assist with the implementation of campus programs and assume primary responsibility for development, coordination, and implementation of shared preservation services. Inquiries about the program may be addressed to Barclay Ogden, Director, University of California Preservation Program, 416 Main Library, University of California, Berkeley, CA 94720. (415) 642-4946.

Illinois

In 1981 the Illinois Cooperative Conservation Program (ICCP) received the first of several grants to conduct a statewide preservation information and outreach program. ICCP is hosted by Southern Illinois University at Carbondale and supported by Library Services and Construction Act funds administered through the Illinois State Library. Since its inception, ICCP has served as a focal point for preservation in the state: producing technical leaflets, posters, and audiovisual training aids; consulting onsite and over the phone with individual institutions; and holding numerous workshops. A modest treatment service initiated in 1983 served to highlight the serious lack of sophisticated conservation treatment services for rare and unique materials. During the same time frame, Illinois research libraries have increased their preservation program activities. In 1985, Bridget Lamont, Director of the Illinois State Library, convened a statewide task force to review preservation activities in Illinois and develop a five-year plan for the preservation of library and archival resources. The Task Force's plan submitted in April 1986 outlined a compehensive program with its goals to: 1) cultivate public understanding of the problem and seek enabling legislation and appropriations for a coordinated preservation program; 2) establish an Office of Preservation in the Illinois State Library to implement the recommendations in the report; 3) provide information and training services through the eighteen regional library systems; 4) identify material needing preservation and set priorities for treatment; 5) create centers for conservation training and treatment; and 6) assess the need for mass deacidification facilities.

Currently, the Secretary of State (who

serves as the Illinois State Librarian) has committed funds to establish an Office of Preservation with a permanent Advisory Committee. For more information contact Amy Keller-Strauss, Library Development, Room 288, Illinois State Library, Centennial Building, Springfield, IL 62756.

Ohio

Statewide preservation initiatives are present in Ohio through the Ohio Conservation Committee (OCC) (established in 1984 as a coalition of librarians, archivists, and others concerned with the preservation of documentary resources) and with the Ohio Cooperative Conservation Information Office (OCCIO) (a project funded since 1983 through the Library Services and Construction Act). OCCIO has operated an information clearinghouse and sponsored numerous workshops around the state, while OCC has worked to articulate preservation concerns and forge cooperative links between existing preservation programs.

Currently, OCC is working through two active subcommittees. The Subcommittee on Mass Deacidification has prepared "The Acidic Book: A Crisis in Ohio Libraries" for consideration by the Inter-University Library Council, a body representing libraries at Ohio's thirteen state-supported universities, and by the Library Study Committee, a high level advisory body responsible for study and recommendation of new library facilities to the Ohio Board of Regents. OCC vigorously supports the concept of developing a mass deacidification facility in Ohio to begin to address the state's *prospective* preservation problem.

The recently established Subcommittee on Preservation Microfilming is conducting a survey of microfilming capabilities as a preliminary to preparing a report with recommendations. For further information contact OCC Chair Wesley Boomgaarden, Preservation Officer, Ohio State University Libraries, 1858 Neil Avenue Mall, Columbus, OH 43210.

Wisconsin

In September 1986, the University of Wisconsin–Madison convened a statewide conference to address the preservation of Wisconsin's library and historical resources and consider a draft proposal for a statewide preservation program. The two-day conference was attended by directors and key staff of academic and research libraries, archives, and historical repositories; college and university administrators; and representatives of professional organizations and of the paper and printing industries in Wisconsin.

The draft plan for a Wisconsin preservation program was developed by an ad hoc Preservation Planning Group with representatives from the library, archives, and historical communities. The plan's central premise was that libraries and archives in Wisconsin cannot *independently* fund and maintain the facilities and staff needed to conserve their collections in a comprehensive and systematic manner.

The initial draft plan proposed that a central preservation program be developed and administered through the General Library System of the University of Wisconsin–Madison, and made available to all academic and public libraries and archives on a cost-recovery basis. Program components suggested included education and training, consulting, administration of a preservation "last copy" program for the state, development of microfilming and conservation treatment facilities, and institution of a discretionary grant program to encourage preservation of unique research collections.

Following the statewide conference, the ad hoc Preservation Planning group met to modify the program plan in light of suggestions and concerns raised by the conference participants. Currently, the

proposed plan places responsibility for *planning and coordination* of a statewide preservation initiative with the Council of Wisconsin Libraries (COWL). COWL is a cooperative body that, among other activities, operates Wisconsin Interlibrary Services (WILS), an organization for statewide interlibrary loans, and serves as the contracting agent for OCLC services in Wisconsin.

A cooperative preservation program would also build upon the preservation programs already in place in Madison at the university library and the State Historical Society, and other programs emerging or planned in Wisconsin. In addition, the University of Wisconsin Foundation has offered to assist in finding significant endowment funds to launch the program. For further information contact Louis A. Pitschmann, Associate Director for Collection Development and Preservation, University Libraries, University of Wisconsin–Madison, Memorial Library, 728 State Street, Madison, WI 53706.

NISO to Develop Binding Standard

The National Information Standards Organization (NISO) has formed Standards Committee GG to develop a standard for hard cover case bindings for books. The goal of the standard will be to describe binding materials, methods, and structures that will result in a durable binding–one that can withstand repeated use over an extended period of time.

For a number of years, technological innovations and cost-cutting practices in the printing and binding industries have inadvertently resulted in binding products that often do not adequately protect the book during ordinary use, and are almost guaranteed to fall apart during repeated use in a library setting. This problem was considered in 1979-1981 by the Committee on Production Guidelines for Book Longevity, established and funded by the Council on Library Resources. The Committee also addressed the problem of acidic book paper; following the publication of its report, *Book Longevity*, NISO formed a standards committee to develop a standard for permanent paper.[1]

Standards Committee GG has begun its work on a binding standard with a review of the technology of book production and discussion of the elements of a book binding that affect its durability. Currently the Committee is gathering information on binding specifications that may prove to be models for a standard and defining the elements to be included in a standard. The Committee will consider such aspects as grain direction of the paper; width of inner margins; methods of page attachment; construction of the endpapers; rounding, backing, and spine lining operations; case-making and casing-in operations; and materials specifications including thread, adhesives, boards, and covering materials.

The work of Standards Committee GG is being funded by the Council on Library Resources. Committee members include Carolyn Morrow, Chair (Library of Congress), Jerry Case (Oxford University Press), Jerome Frank (*Publisher's Weekly*), Douglas Horner (Book Manufacturer's Institute, Inc.), Peter McCallion (New York Public Library), Jan Merrill-Oldham (University of Connecticut), Stephen Pekich (Houghton Mifflin Company), Werner Rebsamen (Rochester Institute of Technology), Barbara Strauss (Music Library Association), and Mary Beth Trimper (Gale Research Inc.). In addition, William Flavell of R. R. Donnelley and Sons, Co. joined the Committee for their first meeting on October 2 at ANSI headquarters in New York City.

For more information about the standard being developed or to be placed on the "Observer's List," contact Carolyn Morrow, National Preservation Program Office, LM G07, Library of Congress, Washington, D.C. 20540.

[1] *American National Standard for Information Sciences–Permanence of Paper for Printed Materials, ANSI Z39.48–1984,* approved August 27, 1984.

Recommendations from the Vienna Conference

[The following recommendations were formulated at the "Conference on the Preservation of Library Materials" held April 7–10, 1986, in Vienna, Austria. The conference was sponsored by the Conference of Directors of National Libraries (CDNL) in cooperation with the International Federation of Library Associations and Institutions (IFLA) and the United Nations Educational, Scientific, and Cultural Organization (UNESCO). The recommendations endorse the new IFLA International Core Programme for Preservation and Conservation and urge the international preservation community to work more aggressively to solve preservation problems both cooperatively and through national programs.]

The Recommendations

Having been made aware of the enormous scale of the needs for urgent conservation measures to protect library materials, a need confirmed by the participants of the conference, including those from the developing countries;

Having noted the views expressed by the representatives of national libraries and other professional groups that the needs for preservation and conservation of library materials, both retrospective and prospective, can be solved only through a combination of national and international efforts;

Being mindful of the unanimous support given to the recommendation on the conservation of library and archival materials by the delegates of all nations of the Cultural Forum in Budapest;

Having reviewed the IFLA International Core Programme for Preservation and Conservation (PAC), its objectives, orientation, and plan of action;

Recalling the successful results of the ongoing IFLA International Core Programmes on Universal Bibliographic Control (UBC), Universal Availability of Publications (UAP), and International MARC (IMP);

The International Conference on the Preservation of Library Materials held in Vienna, April 7–10, 1986:

1. Endorses the steps already taken by IFLA to establish its International Core Programme on Preservation and Conservation;

2. Welcomes the initiatives of the Library of Congress (U.S.A.), the Bibliothèque Nationale (France), and the Deutsche Bücherei (German Democratic Republic) in establishing an international and two regional centers for preservation and conservation in the framework of the Core Programme;

3. Proposes that IFLA, as a means to mobilize further interest and support, consider designating, as soon as possible, an IFLA Year on Preservation and Conservation, and

4. Recommends that the international library community bring to the attention of the broad public in every country the importance and urgency of preserving library materials, which form an essential part of the intellectual heritage of all nations—and stress the irreversible consequences for future generations of continued failure to undertake massive preservation and conservation measures;

5. Recommends that IFLA encourage member associations (a) to urge national policy-making bodies to establish guiding principles for formulating and implementing national programmes for preservation and conservation of library materials; (b) to appeal to governments for the supplementary funds certainly required to implement well-conceived national preservation programmes;

6. Invites member associations of IFLA to play an active role in persuading appropriate institutions to host additional regional centers in other parts of the world;

7. Recommends that IFLA contribute to the harmonization of international action in this field by working out internationally applicable guidelines, by issuing directories of available facilities and other required publications, and by organizing

training courses, pilot projects, and other activities intended to improve the preservation and conservation of library materials;

8. Urges UNESCO and other competent international intergovernmental organizations (a) to increase the attention given in their programmes to promoting the undertaking of preservation and conservation measures by publishers, printers, and paper manufacturers, as well as by librarians, archivists, and other information personnel, and (b) to augment their financial support for activities leading to improved knowledge of the problems involved in preservation and conservation and to the solutions of both retrospective and prospective needs in this field; and

9. Recommends that IFLA continue its efforts to associate other competent nongovernmental organizations with its endeavor to establish an effective international programme in preservation and conservation.

IFLA Establishes Preservation Core Programme

Libraries are the repositories of man's cultural heritage. If the materials in the world's libraries are lost, the recorded history of human civilization is lost as well. For this reason, the challenge of preserving library materials is a worldwide issue that must be addressed at the international level. The International Federation of Library Associations and Institutions (IFLA), in recognition of this challenge, introduced the Core Programme on Preservation and Conservation (PAC) at its 1984 meeting in Nairobi. The primary goal of PAC, which was officially launched in Vienna, Austria, in April 1986, is to encourage and promote the development of library preservation efforts in the world's libraries.

The organizational model of PAC is similar to that of other IFLA core programs: coordination and management of program activities are centralized at one institution that serves as an "international focal point." The organization of the PAC program differs from the others in that the focal point located at the Library of Congress will be supported by regional centers in other parts of the world. At present, two regional centers have been identified, one at the Bibliothèque Nationale in Sablé/Sarthe, France (directed by Jean-Marie Arnoult) and one at the Deutsche Bücherei (directed by Professor Dr. H. Rötzsch). Others will be identified as the PAC program continues to grow. The basic task of the focal point is to provide strong initial leadership for the PAC core program. Effort will be focused in five basic areas.

Policy: The focal point will work to promote and encourage the formulation of workable preservation and conservation policies.

Research: The focal point will encourage cooperation between scientific laboratories engaged in research on preservation and conservation methods and materials.

Coordination: The focal point will cooperate with the appropriate IFLA programs, divisions, and sections and will coordinate IFLA's actions in the preservation field. Cooperative initiatives with other organizations will also be undertaken.

Education: The focal point will help organize conferences, seminars, and workshops and will coordinate other educational efforts as needed.

Publications: The focal point will work to raise awareness about library preservation and conservation through written and audiovisual publications.

In all of these areas, the focal point will be assisted by the regional centers. In turn, the focal point will assist the regional centers with implementation of specific projects within their areas of representation.

The general tasks of the regional centers include: promotion of preservation activities and exchange of preservation in-

formation in their area; representation of the preservation needs and interests of the region to the focal point; and assistance with PAC core program activities and projects in their region. In addition, the regional centers will provide translations of papers, texts, and brochures from English into the language of the center; assist with dissemination of preservation information by preparing articles for a core program newsletter and by maintaining loan copies of audiovisual programs; and manage local arrangements for any conferences in their area organized through PAC. According to their own interests and strengths, the regional centers will also play a role in various aspects of preservation and conservation education.

PAC has already begun work on several major projects and others are planned. The forty-five papers and recommendations from the 1986 Vienna conference have been edited at the focal point and will be published by K. G. Saur Verlag as part of the IFLA book series. Working in cooperation with the International Council of Archives (ICA), PAC is conducting an international survey of preservation and conservation facilities that is supported and will be published by UNESCO. A newsletter, *International Preservation News*, will be published periodically. The focal point will serve as a reference source and will gradually be able to respond to more written inquiries for information. In addition, educational tools such as audiovisual programs and leaflets are planned and will be produced in various languages, as personnel and funds permit.

The challenges in library preservation and conservation that lie before the world's libraries are great. With the establishment of the IFLA Core Programme on Preservation and Conservation the first steps towards an international preservation effort have been taken.

[Merrily A. Smith, PAC Programme Officer]

Commission on Preservation and Access: Recent Activities

The Commission on Preservation and Access held its second meeting on October 6, 1986, at the Council on Library Resources (CLR). Funding for the work of the Commission is adequate for at least three years: CLR has committed $200,000, the H. W. Wilson Foundation has granted $75,000, and an additional $675,000 has been pledged by libraries and universities. The search to identify a director has been extended while the Commission continues to explore program directions. Peter Winterble joined CLR on November 17 for full-time assignment to the work of the Commission. Mr. Winterble has been budget director for the National Trust for Historic Preservation.

Reports from two CLR-sponsored studies that complement the work of the Commission are complete. *Costs of Preservation Microfilming at Research Libraries: A Study of Four Institutions*, by Paul Kantor of Tantalus, Inc., is now available from CLR ($3.00 prepaid). The study concludes that one-third of the cost of filming is generated by record-keeping and administrative activities and suggests that costs can be reduced by approximately ten percent through refinement of procedures. A review of preservation research at the three national libraries and the National Archives (NARA) has been completed by Martin Cummings. His report to the Commission identifies several topics worthy of collaborative research. The national libraries and NARA have begun a series of meetings to review their work in this area. A third study by Robert Hayes, "Estimation of Magnitude, Cost, and Benefits in the Preservation of Books in Research Libraries," is scheduled for completion in mid-1987.

In the next few months the Commission will concentrate on several matters, including the development of a draft operating plan, with a timeline, that will project the quantity of preservation work to be done, analyze costs and capabilities,

and propose a funding strategy. The Commission will also establish an information program to enhance communication between the Commission and other organizations and institutions concerned with preservation. In order for the work of the Commission to assist libraries, an outline of the standards and operating procedures necessary to expand current preservation work nationally must be developed. Further analytical studies will also be needed to provide information for long-range planning.

The Commission on Preservation and Access was established in April 1986, by the Council on Library Resources to develop the financial and logistical support necessary to launch a long-term program to preserve and make accessible the content of brittle books in the nation's research libraries. The Commission is assisted by the National Advisory Council on Preservation, composed of representatives from organizations concerned with preservation.

Mid-Atlantic Center Launched by CLR and Exxon

The Exxon Education Foundation, as part of a preservation initiative sponsored by the Council on Library Resources, awarded a grant of $584,000 to the Mid-Atlantic States Cooperative Preservation Service for the establishment of a regional microfilming facility. The facility will be located at Lehigh University in Bethlehem, Pennsylvania. A grant was made on July 8, 1986, to fund the microfilming facility over a four-year period and provide for capital equipment, facilities, and staffing.

The Service was established in November 1985 as a nonprofit corporation by major public and private research libraries in the Mid-Atlantic states region. It exists to address the critical problem posed by deteriorating, often unique, research resources, and particularly the preservation of their *content* through microfilming. The Board of Directors is composed of the directors of the libraries of Columbia, Cornell, Delaware, Maryland, Princeton, and Syracuse Universities, the New York Public Library, the New York State Library, and the State Library of Pennsylvania. C. Lee Jones, formerly of the Council on Library Resources, has been named interim director.

The microfilming center is expected to begin operation in 1987 on a fee-for-services basis for libraries, museums, and archives in the Mid-Atlantic region.

NLM Preservation Program Update

Considerable progress has been made toward implementing the recommendations made by the National Library of Medicine (NLM) Preservation Planning Team in its October 1985 report (*National Preservation News*, April 1986). The revised Preservation Policy approved by the NLM Board of Regents links the preservation program to NLM's selection guidelines for the collections and more clearly outlines the means by which NLM might preserve medical literature. These latter include conservation of the original, acquisition of materials in archival formats, and archival replication of materials. In addition, the policy defines NLM's responsibility to assist other U.S. libraries in preserving significant biomedical literature and its role in encouraging the publishing industry to use more durable materials in the production of biomedical literature.

In August 1986, the Preservation Section was established in the Public Services Division to serve as a focal point for NLM's preservation activities. Margaret Byrnes (formerly head of the Preservation Office at the University of Michigan) was hired as Head of the section to bring together current preservation activities at NLM and manage the planned expansion of the program.

A survey conducted of NLM's printed collections indicated that over 100,000 volumes are brittle. As an immediate step

to preserve the content of this material, NLM has contracted for preservation microfilming with REMAC Information Corporation of Gaithersburg, Maryland. REMAC will film 5.6 million pages of brittle material onsite at NLM in 1986 and up to 10 million pages per year in each of three renewal years. The cost of the entire project will be 3.5 million dollars. Preservation Section staff will select material to be filmed, and the contractor will retrieve materials; prepare them for filming; film, process, and produce a print master to national standards; and carry out post-processing activities, including reshelving.

As a possible future alternative to microfilming for document preservation, NLM is exploring the suitability of electronic imaging techniques. Using the NLM-developed Electronic Document Storage and Retrieval prototype system with sample volumes from the collection, the experiment will address:

- the costs of converting documents;
- the rate at which documents can be converted and stored on optical disk;
- image quality in terms of legibility, fidelity, gray scale rendition, and stain removal;
- errors encountered in image transfer;
- quality control strategies;
- optimal scheduling strategies.

Data collection and analysis will continue for the next few months and the results will help determine NLM's further activity in this area.

In addition to NLM's work to preserve the printed literature, preservation masters are being made of all films held by the National Medical Historical Film Program, now part of the Preservation Section. The historical film collection currently contains over 1,200 motion pictures, both black and white and color.

For further information concerning NLM's preservation activities, contact Margaret Byrnes, Head, Preservation Section, National Library of Medicine, 8600 Rockville Pike, Bethesda, MD 20894. (301) 496-0382.

Preservation Management Institute for Archivists

The Northeast Document Conservation Center (NEDCC) in cooperation with the Society of American Archivists (SAA) will develop and present the "Preservation Management Institute for Archivists." The institute will be held at Simmons College in Boston, Massachusetts, June 5–19, 1987. The purpose of the institute is to support the development of comprehensive preservation programs in archival institutions through intensive training of archivists who already hold responsible positions. Support for the project is being provided through the SAA Basic Archival Conservation Program, funded by the National Endowment for the Humanities Office of Preservation. Andrew Raymond, formerly an assistant director of NEDCC and SAA Program Officer, will serve as Project Director.

Approximately 15 to 20 participants from archival institutions with a demonstrated commitment to preservation will be invited to attend the institute tuition-free. The preservation component of their jobs may be part or full-time, but must include overall planning, implementation, evaluation, funding, and promoting of the preservation program.

This project continues and extends the work of both SAA and NEDCC in sponsoring conservation workshops. For many years, short-term workshops have played a vital role in increasing the awareness of preservation issues within the archival community. By providing more intensive training for preservation administrators, the project will help foster the development of preservation programs integrated in the ongoing operations of archival institutions. The institute will also increase the number of individuals with preservation expertise and create additional preservation advocates in both regional and national arenas.

Preservation Microfilming and Illustrated Materials

The Library of Congress, through its Preservation Microfilming Office, routinely preserves the content of volumes whose paper has become weak and brittle by producing a microform copy of the original.[1] After application of all bibliographic preparation and filming procedures to archival standards, the microform becomes a substitute for the deteriorated original and the title is recataloged to reflect its changed format. The master microform negative is stored under archival conditions, a positive service film copy is deposited in the Library's Microform Reading Room, and the hard copy is withdrawn from the collection and sent to the Exchange and Gift Division. The resulting microform facsimile is carefully inspected for completeness to insure an archival copy. This complex procedure has proven to be an effective means of preserving the *intellectual content* of books whose physical condition has deteriorated to the point where they can no longer be used without the risk of losing information.[2] The program was developed to actively preserve deteriorated materials from the Library's *general* collections and to work closely with programs which cover the preservation of rare and unique materials.

Microfilming is a less than satisfactory preservation option, however, when the book is *illustrated* or includes certain types of halftone material. Frequently, important qualities of the original cannot be adequately recorded on black and white microfilm. Unfortunately, the dimensions of the Library's preservation problem (some 3.25 million volumes in the General and Law collections alone are "brittle") preclude preserving every illustrated text in its original format. Therefore, PMO, in conjunction with the Prints and Photographs Division (P&P), the Geography and Map Division (G&M), the Rare Book and Special Collections Division, and the Collections Development Office, has developed policies and procedures that allow the Library to retain significant illustrated and oversized pages from deteriorated volumes that have been microfilmed, and make them available to researchers.

All volumes selected for microfilming by PMO that *also* contain illustrations or maps are reviewed before filming by members of the curatorial staff of P&P or G&M, various subject specialists or, if appropriate, staff of Rare Book and Special Collections. Reviewers have four options from which to choose: 1) filming and discarding the volume; 2) filming and retaining only illustrations; 3) not filming; and 4) filming and retaining the entire volume. Usually a choice of option 3 or 4 implies withdrawal from the general collections and transfer to one of the custodial divisions.

Following filming and film inspection, illustrated material chosen for retention is carefully extracted from the original volume by PMO staff, marked according to a standard procedure, placed in alkaline envelopes, and routed to the designated area. These areas are, in order of frequency, Microform Reading Room (MRR), P&P, and G&M. When material is

[1] *Active preservation microfilming programs exist in many of the nation's oldest and largest research libraries; however, because up to one-third of these collections may be brittle and preservation budgets are limited, the majority of the filming that occurs is in response to the current circulation and research needs, as is the case at LC.*

[2] *PMO processes approximately 10,000 physical volumes for microfilming per year while a 1983 survey established that approximately 77,000 volumes move from the weak to the brittle paper category each year.*

Preservation Microfilming Office staff member Warren Heine examining books that have been microfilmed and extracting selected illustrated pages.

preserved in any of these areas, the reader is able to consult illustrated material while viewing the film. Appropriate material is also routed to the Manuscript Division and the Motion Picture, Broadcasting, and Recorded Sound Division. Readers are made aware of the availability and location of preserved material through notes in the online record or manual card catalogs.

P&P staff have also developed criteria for determining when the whole volume should be retained after microfilming. This means that the volume will not be disbound, but filmed intact. When applied, these criteria are designed to determine when the preservation of the physical volume is justified—even though a microfilm facsimile or other photographic copy is available. The P&P criteria are intended to supplement established Library policies for designation of a rare book and are meant to respond to the needs of the research community and the Library's exhibit program.

The criteria for retaining fragile monographs and serials after microfilming are as follows:

Illustration value: The individual illustrations are significant works of graphic art that cannot be adequately reproduced through microphotography.

Design interest: The book as a whole is of interest from the standpoint of the history of book design, production, illustration, and/or fine printing. Also included in this category are books whose overall design is integral to their meaning.

Visual content: The illustrations are important or irreplaceable pictorial documents possessing qualities (such as color, detail, subtleties of tonality, etc.) not adequately reproducible through microphotography.

Artistic value: The book was illustrated by a distinguished artist.

Historical value of illustrations or other unique features: The book bears, for example, a signature, inscription, or annotations which differentiate it in a meaningful way from other copies.

Monetary value: The book has significant monetary value based on rarity or other factors.

Currently, policies for retention of illustrated portions of selected volumes, and in some cases the entire volume, ensure that significant illustrated material is not destroyed and will be available to researchers. However, the Library also recognizes that the program must go further if the long-term preservation needs of this material are to be met. Over the next twenty years, the Library intends to deacidify all of the volumes in the general collections; classes with a high proportion of illustrated materials will have a high priority. In addition, the Preservation Office recognizes that additional maintenance and conservation measures must be instituted if materials already retained, and those selected in the future, are to remain in usable condition with further deterioration minimized.

The Ninety-Six Ranch Videodisc

The American Folklife Center at the Library of Congress has recently published *The Ninety-Six: A Cattle Ranch in Northern Nevada*, a collection containing eighty minutes of film and video footage, fifty minutes of sound recordings, and 2,400 still photographs—all stored on a two-sided, laser-etched videodisc. The videodisc was developed with the support of the Library's Optical Disk Pilot Program and Automated Systems Office; it demonstrates the use of the videodisc format to provide extraordinary access to information stored in several formats.

The disc and its accompanying 84-page booklet describe the work on a cattle ranch in Paradise Valley, Nevada, owned by the Stewart family since 1864. The images and sound recordings were created during a 1978-1982 Folklife Center field research project by a team composed of folklorists, a cultural historian, an archeologist, an ethnomusicologist, and photographer-filmmakers. In addition, the disc contains motion picture film shot by rancher Les Stewart in the 1940s and 1950s and copies of a large number of historic photographs in the possession of local residents.

The motion picture and video footage is presented in "chapters," as film and video segments are called on a videodisc, typically lasting two to three minutes and covering a single subject. General essays

Rancher Les Stewart, right, and his buckaroos brand a calf on the Ninety-Six Ranch. Cowboy work on the ranch is the subject of a Library of Congress videodisc.

in the accompanying booklet provide a context for the footage and individual annotations amplify and interpret each segment. The still photographs are arranged on a site-by-site basis, captioned, and indexed by subject or personal name in the printed booklet.

The laser videodisc is an ideal form for presenting segmented material because it holds a large number of items yet allows swift access to any one segment. The assemblage of segments on a single disc, in conjunction with the booklet, make the finished product a resource collection that is particularly suitable for individual viewing and study. Users approach the videodisc in the way that they approach an archive or encyclopedia, rather than in the way they read a monograph or watch a film. The laser can "park" on a single video frame as the disc spins, permitting both the inclusion of still photographs or drawings and the slow-motion analysis of real-time film footage. Finally, since the video signal is read with a beam of light from a laser, there is no wear on the disc. Furthermore, the original film footage, sound recordings, drawings, and photographs used in the preparation of the film can be stored for preservation purposes without experiencing the rigors of use. For more information contact the American Folklife Center, Library of Congress, Washington, D.C. 20540.

Preservation Calendar

November–March

A series of five one-day workshops is being offered by the Conservation Center for Art and Historic Artifacts to provide basic instruction in collection care techniques.

November 15 Examination and Survey Procedures

December 13 Storage of Works of Art and Photographs

January 17 Storage of Library and Archival Material

February 14 Matting and Framing

March 14 Exhibition Techniques, Packing and Shipping

Registration is limited. Contact CCAHA, 264 South 23rd Street, Philadelphia, PA 19103. (215) 545-0613.

January 17–23

American Library Association, Midwinter Meeting, Chicago, Illinois. ALA's Midwinter Meeting is a working conference emphasizing committee work and program planning. Three preservation discussion groups meet, including the Preservation Administrator's Discussion Group (Sunday, January 18, 2–5:30 p.m.); the Preservation of Library Materials Discussion Group (Monday, January 19, 2:00–4:00 p.m.); and the newly-formed Library Binding Discussion Group (Monday, January 19, 9:30–11:00 a.m.). Contact ALA, 50 E. Huron Street, Chicago, IL 60611.

April 30–May 1

"Conservation and Management of Photographic Collections," sponsored by the Northeast Document Conservation Center at the Connecticut Historical Society, Hartford. Sessions will cover identification of historic processes, causes of deterioration, storage, surveying collection needs, exhibition policies, use and handling by researchers, organization and indexing, computerized cataloging, and copying methods. Enrollment is limited. Contact Gay Tracy, NEDCC, Abbot Hall, 24 School Street, Andover, MA 01810.

National Research Council, Committee on Preservation of Historical Records. *Preservation of Historical Records.* Washington, D.C.: National Academy Press, 1986, 108 pages.

This well-organized and detailed report is the result of a study conducted for the National Archives and Records Administration (NARA) by the National Materials Advisory Board of the National Research Council, an independent body organized in 1916 by the National Academy of Sciences to advise the federal government. A committee was appointed to examine the preservation status of *original paper documents* held by NARA and make recommendations concerning their preservation, transfer to a more permanent medium, and disposition if copied. Only documents without "intrinsic" (artifactual) value were included in the recommendations for transfer and disposition.

The report is divided into chapters that discuss environmental considerations; the properties and preservation problems of paper and options for its long-term retention; and the relative advantages and disadvantages of photographic film, magnetic recording media, and optical disks for copying deteriorated documents. Detailed background information and citations are given for each topic. A final chapter discusses the Committee's findings and outlines its recommendations.

In general, the report recommends improvement in the quality of paper used by the federal government, adherence to archival standards for paper and film, and promotion of standards for magnetic tape and optical disk. In developing their recommendations concerning copying media, the Committee suggested that although magnetic and optical media are quite useful and stable for at least twenty years, and perhaps longer, "their advantages of rapid access times and adaptability to large-scale data manipulation are not particularly re1evant to archival needs." The report urges NARA to investigate the microenvironment of the archival storage container as a partial alternative to prohibitively expensive *macro*environmental control; monitor developments in mass deacidification technology; and develop a systems approach to preservation decision making and action.

Preservation of Historical Records is available for $17.95 prepaid from the National Academy Press, 2101 Constitution Avenue, N.W., Washington, D.C. 20418.

Paul Kantor, Tantalus, Inc. *Costs of Preservation Microfilming at Research Libraries: A Study of Four Institutions.* Washington, D.C.: Council on Library Resources, November 1986, 32 pages.

This study and report was commissioned by the Council on Library Resources to identify the range of costs associated with preservation microfilming in four widely varying settings—the Library of Congress, New York Public Library, Columbia University Libraries, and the University of Chicago Library. The study focused on defining costs for eight separate tasks: 1) decision making and searching; 2) physical preparation for filming (including collation of pages and disbinding); 3) associated record keeping; 4) preparation of bibliographic targets; 5) filming; 6) processing of the film; 7) quality control checking for film resolution, contrast, etc., and bibliographic integrity; and 8) administration (including training and personnel management). The cost of

recataloging the title was not considered.

Data were gathered by means of "work sampling" and "work logs," supplemented by information supplied by the libraries, site visits, and interviews with key staff. The study notes considerable variation in unit costs of the library-specific operations of decision making, preparation, and review, and smaller variations in the costs of the filming work itself. For each cost analyzed, the findings are presented as an anonymous profile of relative costs; however, the library with the lowest cost is identified so that its procedures can, if appropriate, be emulated by others. The study estimates that the cost of selecting, preparing, filming, and checking a single 240-page book is $24.48 and suggests that costs can be reduced 10 percent through streamlining of record keeping and administrative activities—estimated at over 35 percent of the total cost.

Costs of Preservation Microfilming at Research Libraries is available for $3.00 prepaid from the Council on Library Resources, 1785 Massachusetts Avenue, N.W., Washington, D.C. 20036.

Positions Available

Preservation Officer, University of Maryland.

Responsible for planning, implementing, and administering a comprehensive conservation/preservation program for the UMCP Libraries that encompasses all aspects of materials treatment. Works with the core group of bibliographers and reference librarian selectors. Reports to the head of Technical Services Division.

Qualifications: MLS from an ALA accredited program and advanced training in book conservation/preservation or equivalent professional degree and experience in the preservation field. Four years minimum progressively responsible experience in an academic or research library and at least two years at the managerial level. Extensive experience in the treatment of library materials and comprehensive knowledge of preservation issues. Demonstrated ability to plan and carry out a program and work with both faculty and staff.

Salary: Commensurate with experience, $28,700 minimum.

To apply: Submit resume and names of three references to Virginia Sojdehei, Personnel Librarian, McKeldin Library, University of Maryland, College Park, MD 20742.

Date: December 31, 1986, for full consideration.

Gifts and Collections Maintenance Librarian, Brown University.

Responsible for the management of material received by gift, and for activities concerned with collection maintenance (preservation). Supervises the bindery operation and coordinates the library's emergency preservation program. Reports to the Head, Acquisitions Department.

Qualifications: MLS from an ALA accredited library school; broad liberal arts academic background; reading knowledge of at least one foreign language; previous experience in academic libraries and/or book trade preferred; familiarity with special collections and supervisory experience desired.

Salary: Hiring range of $21–24,000, based on experience.

To apply: Send letter of application, resume, and names of three references to Norma Beach, Personnel Office, Brown University, Providence, RI 02912.

Date: In order to insure consideration, applications should be received by December 31, 1986.

Preservation Officer, University of Michigan.

The Preservation Officer will hold a joint appointment with the University Library and the School of Information and Library Studies (SILS), with the greater amount of time with the Library. The incumbent will be responsible for managing a comprehensive preservation program with a present staff of 23.3 FTE and a nonpersonnel budget of $400,000. The incumbent will coordinate the preservation education program in SILS including teaching a course in the masters curriculum and supervising research projects, internships, and field experiences. The incumbent, working with the Library and SILS, will be responsible for designing and implementing a phased statewide cooperative preservation program including training and educational activities and preservation services.

Qualifications: Demonstrated ability as a manager including strong communication skills and the ability to conceptualize and organize programs, develop and direct staff, and plan and monitor budgets. Ability to market a statewide program and work effectively with multiple agencies in directing the program. Success in teaching/training activities. Sound knowledge of preservation activities and issues desired and/or strong background in collection development and management.

Salary: Rank of Librarian with a salary range of $30–40,000, depending on relevant experience.

Apply to: Library Personnel Office, 404 Hatcher Graduate Library, University of Michigan, Ann Arbor, MI 48109.

Date: Applications will be reviewed beginning September 15.

DEZ Update

As reported in the November 17, 1986, issue of the *LC Information Bulletin*, the Library of Congress has contracted with Texas Alkyls, Inc. of Houston, Texas, to undertake engineering studies and to design a pilot book deacidification facility. The purpose of the pilot facility is to test and verify the design features of the chemical delivery system for the large-scale facility and to continue to refine process parameters by conducting a series of tests.

The Library's large-scale facility will be built at Fort Detrick in Frederick, Maryland, and is planned to deacidify up to one million volumes per year from the Library's General and Law Collections. The process was developed and patented by the Library to arrest paper degradation and increase the life of library materials by a factor of three to five times. Based on gas phase impregnation with diethyl zinc (DEZ), the process neutralizes the paper's acidity and leaves a residue of zinc oxide and zinc carbonate that protects paper from further acid-induced loss of strength.

Texas Alkyls, a prime contractor for the Library's pilot facility, produces organometallic compounds such as aluminum, magnesium, and zinc alkyls used primarily as catalysts in the production of polymers, a base material of plastics. The use of organometallic compounds is on the increase with new applications in the semiconductor and ceramics industries. The company has extensive experience in the safe handling of these compounds (including diethyl zinc). Texas Alkyls will

provide space and technical support for the pilot facility as well as operate it. S&B Engineers and Constructors, Inc., a subcontractor, will design and build the facility. S&B is one of the nation's largest independent engineering and construction firms concentrating on projects for the chemical processing industry.

In anticipation of the construction of the large-scale plant, the test program for the pilot plant includes several major tasks. First, the Library requires assurance that the newly designed pilot facility with redesigned components can be run successfully in a routine manner. Secondly, specific decisions regarding final process parameters will be made by conducting a series of up to twenty scheduled test runs. For example, testing will determine how to adjust the rate of DEZ fed into the chamber to minimize loss of excess DEZ in recycle. As the testing program proceeds, more emphasis will be put on computer monitoring to record and control the treatment process.

Start-up of the pilot facility is projected for October 1987. Following successful operation, the Library will contract for scaling up the design of the chemical delivery system for the large-scale facility and incorporate this design into the contract that will be let by the Army Corps of Engineers that includes the building and the entire chemical treatment plant. The Library expects to begin construction of the large-scale facility in mid-1988, start-up of the facility in late 1989, and operation by the middle of 1990.

Conservation Videotapes Completed

The National Preservation Program Office has completed editing of six videotapes on basic conservation procedures. The videotapes were filmed as proceedings of the "hands-on" sessions presented by instructors at the August 1985 conference "Library Preservation: Fundamental Techniques," cosponsored by the Library of Congress and the American Library Association. Production of the videotapes was made possible by grants from the Andrew W. Mellon Foundation and the Council on Library Resources. The videotapes will be available in early 1987 through NPPO's Audiovisual Loan Program and for sale through the Library's Sales Shop. Additional loan copies are being deposited in regional preservation programs around the country. Supplementary handouts will accompany each videotape presentation. The titles included in the series are as follows:

Books in General Collections: Recasing with Don Etherington (70 minutes).

Books in General Collections: Paper Repair and Pockets with Robert Milevski (80 minutes).

Pamphlet Binding with Jan Merrill-Oldham (60 minutes).

Surface Cleaning, Encapsulation, and Jacket-Making with Judith Fortson-Jones (80 minutes).

Protective Enclosure: Portfolios and Boxes with Robert Espinosa (120 minutes).

Protective Enclosure: Simple Wrappers with Lynn Jones (60 minutes).

Audiovisual Aid to Preservation Planning Available

A two-part, thirty-minute slide/tape presentation on planning a preservation program has been completed by the National Preservation Program Office. Part 1 examines the causes and potential solutions to the preservation problem. Part 2 focuses on the planning process for developing specific programs suited to the preservation needs of individual collections.

The presentations are intended as an addendum to a formal preservation planning process. Because they effectively outline the planning process and clearly state the rationale and benefits, they may also be used to help convince library administration and staff of the *need* for planning.

Planning for Preservation will be available for loan through NPPO's Audiovisual Loan Program after January 1, 1987. Copies will be available for purchase through the Library's Sales Shop.

Preservation in Perspective. . .

Comment from Venezuela

The following excerpt is from a paper delivered at the international "Conference on the Preservation of Library Materials" held April 7–10, 1986, in Vienna, Austria.

Lourdes Blanco, Asesor Técnico en Conservación at the Biblioteca Nacional, Venezuela, prepared an insightful and eloquent paper entitled "Expanding Conservation Criteria in Spanish-Language Libraries of South America."

. . . (This paper) is an unabashed appeal to gain access to the conservation knowledge which appears locked inside the preservation palaces of powerful countries. Exaggerated as this phrase might sound, it underlines how we often tend to imagine major libraries in the world: great containers of knowledge floating through time. Occasionally, we look into these palaces: the walls are constructed of solid scientific thinking and research; the floors, an intricate tapestry of skills and traditions; the ceilings, domes of major funding; the climate, a delicately regulated ambience in which highly trained specialists seek solutions to the conservation problems of paper and photographic objects which their own industries created and, in a way, maligned. Outside, the sense of time disappears and one is reminded of the dismal landscape described by Jorge Luis Borges in the "City of the Immortals." The conservation field is a particularly painful example of how little a country can do for itself without access to information and to the intelligent criteria that it generates. Conserving the past has philosophical as well as political bearings upon the shaping of a national esteem, the kind of communal self-respect that is intimately involved with the sources of hope for the present and expectations for the future. If a country shows an inability to care for its own cultural heritage and symbols, whether they be books or buildings, a form of psychological debilitation sets in. The next phase down is familiar. Works are sold or taken abroad to be salvaged and made available in appropriately controlled climates, to specialized scholars—or collectors! It does not take much stretching of the mind to imagine that preservation know-how and technology could become the ultimate conqueror! Little wonder that in our institutions the word conservation means "to keep" and often our major manuscripts and imprints are prohibited, by law, from leaving the country or even the very buildings in which they are stored...

Mrs. Blanco's paper will be published by K. G. Saur Verlag as part of the conference proceedings.

[**"Preservation in Perspective"** is a new addition to *National Preservation News*. The column provides an opportunity for library and archives professionals to speak their mind on current preservation issues. Contributions are encouraged and topics should be discussed in advance with the editor.]

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NATIONAL
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NEWS

No. 7, May 1987

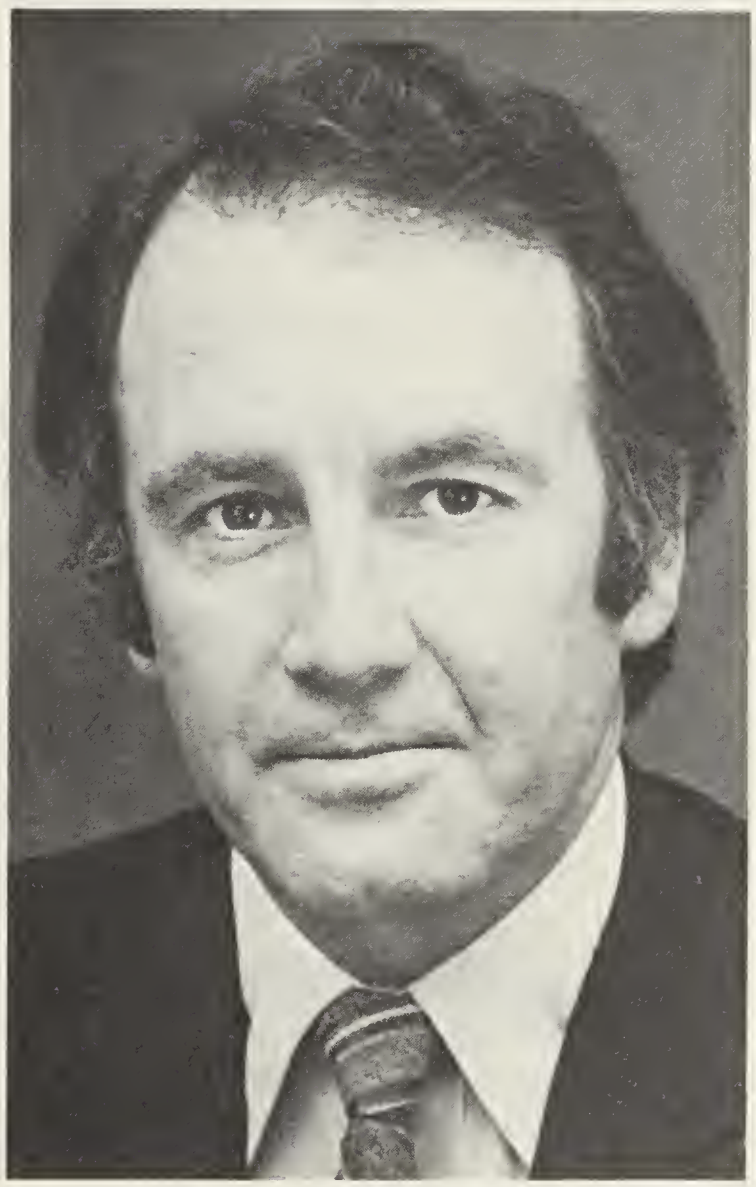
A Newsletter of the National Preservation Program Office — *The Library of Congress*

Hearing on Brittle Books Held on Capitol Hill

On March 3, the House Subcommittee on Postsecondary Education held its first oversight hearing of this session on the topic of "brittle books." Representative **Pat Williams** (D–MT) convened the hearing to "consider the problem that has been characterized as a national emergency." In his opening remarks Mr. Williams highlighted the magnitude of the problem and federal efforts to date and noted that "there is clearly more to be done . . . it is our Nation's very memory that is at risk."

Speaking on behalf of the National Endowment for the Humanities, Chairperson **Lynne V. Cheney** confirmed NEH's commitment to preservation of a wide range of endangered documentary resources—including "brittle books." In her testimony Mrs. Cheney outlined the direction of NEH's Office of Preservation, citing recent grants to support preservation microfilming, bibliographic control of preserved materials, and the training of preservation specialists. In concluding, Mrs. Cheney noted the importance of increasing public awareness of the problem as a first step towards generating nonfederal support, and stressed cooperation and coordination as a key to success.

Vartan Gregorian, President of the New York Public Library, linked the preserva-

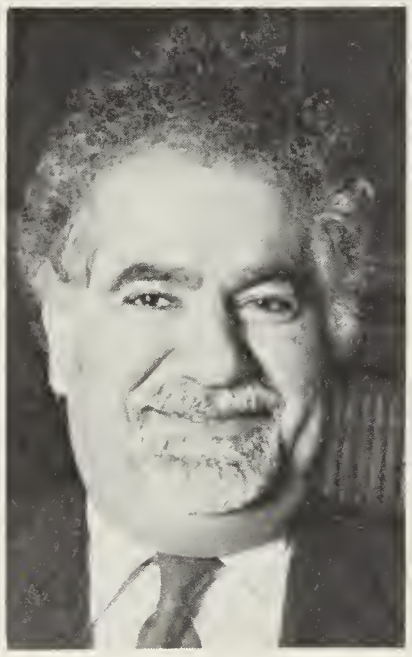


Representative Pat Williams, Chair, Subcommittee on Postsecondary Education, House Committee on Education and Labor

We want to explore solutions and we want to determine the appropriate federal, state, and private sector roles.

tion of brittle books to the nation's obligation to preserve its history, culture, and traditions and provide in its libraries a "bulwark of democracy." Noting that a shared preservation program for the nation's libraries represented "democratization of access to information and knowledge," Dr. Gregorian urged that the federal government support an expanded national capacity for preservation microfilming.

During the question and answer period which followed the testimony of Mrs. Cheney and Dr. Gregorian, subcommittee members raised the issues of selection and priorities, national leadership, educating the public to the cost of the problem, and preservation of the intellectual content versus preservation of the book itself. Rep. **Major R. Owens** (D–NY) asked for a clarification of the role mass deacidification will play in solving the problem of book deterioration. In response to a question from Mr. Williams asking if there was a role for expanded *public* support, Mrs. Cheney answered that NEH's role was to provide the infrastructure and establish model programs. "When you are building infrastructure, a great infusion of money is not useful . . .



Vartan Gregorian, President, The New York Public Library

The question of preservation of our nation's and humanity's record demands a sound plan, effective national and international cooperation, a massive infusion of funds, and the introduction and utilization of new scientific and technological tools.

Lynne V. Cheney, Chairperson, National Endowment for the Humanities

Foundations, corporations, and other private funders must be encouraged to contribute to the preservation of our intellectual heritage.

from my own particular perspective, the role of public funding should be one that expands slowly." In the second half of the hearing, **Daniel J. Boorstin**, Librarian of Congress, testified, stating that even though the Library of Congress has had

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The paper used in this publication meets the minimum requirements of American National Standard for Information Sciences—Permanence of Paper for Printed Library Materials, ANSI Z39.48—1984.

an active program of preservation microfilming for twenty years, "we are not keeping pace with the rate of deterioration." Estimates from a 1984 survey of LC's collection indicate that three million volumes are brittle and that this number grows by 70,000 volumes each year. Dr. Boorstin emphasized that the Library of Congress is eager to work with other libraries to build a national collection of preserved materials. Asked by Dr. Boorstin to update the subcommittee on preservation technology, **Peter G. Sparks**, Director for Preservation, briefly described preservation research conducted over a period of twenty years at LC and gave a status report on the mass deacidification program. In concluding, he noted that "beginning in the decade of the 1990s we expect, for the first time, to have a program in place which will effectively deal with the destructive force of acid in books."

Carole F. Huxley, Deputy Commissioner for Cultural Education for New York State, emphasized the importance of efforts at all levels—local, state, and federal. She outlined the approach taken by New York to develop a statewide preservation program and noted that support given by NEH in the planning stages was crucial to its success. She called for national leadership in the areas of education, standards, financial support, and research and urged "sufficient resources for the Library of Congress and the National Archives to meet their own vast preservation problems."

Speaking on behalf of the Council on Library Resources, the Association of American Universities, and the American Council of Learned Societies, **Warren J. Haas** underscored the forward momentum of the preservation movement and urged that the time was right for a concerted, collaborative effort. He described the steps taken by CLR to establish the Commission on Preservation and Access to provide a structure for a nationwide brittle books program. "Many organizations and institutions will take part, but their efforts can now take place in the context of a single set of standards and against a common backdrop."

The final testimony was given by **David C. Weber**, Director of Stanford University Libraries, from the perspectives of the Association of Research Libraries and the

Daniel Boorstin, Librarian of Congress

No institution can take sole responsibility for preserving our entire national heritage. We want to share the burden of preservation. And we can, if additional resources are available for a cooperative program of microfilming brittle books.

Carole Huxley, Deputy Commissioner for Cultural Education, New York State Education Department

Our public and private higher education system and our information base are important to the economic and social well-being of the state and we cannot afford to see them diminished any more than we would stand by to allow the destruction of our magnificent Adirondack wilderness.

American Library Association. He outlined programs underway at individual research libraries and stressed the vested interest of the scholar in access to information—now and in the future. "Requests for interlibrary loan increasingly result in

no availability because the owning library indicates its book is too fragile to loan, and microfilm does not exist . . ."

Support of Senate Joint Resolution 26 and House Joint Resolution 90, calling for a *1989 White House Conference on Libraries and Information Services,* was mentioned by several panelists as a crucial opportunity to focus national attention on the problem of deteriorating research resources.

As the hearing closed, Chairman Williams asked participants in the second panel to comment again on the maturity of the preservation movement and whether increased federal funding could be appropriately used at this time. The consensus was that libraries and archives are in a position to quickly scale up their preservation programs when increased funding becomes available.

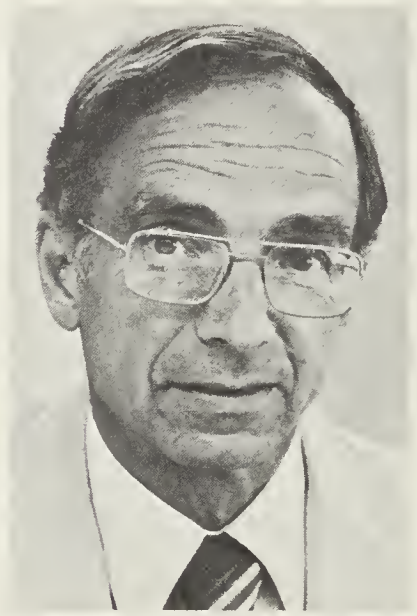
ARL Testifies for NEH FY 1988 Budget

On March 10, a House Appropriations Subcommittee considered the FY 1988 budget of the National Endowment for the Humanities. Shirley Echelman, Executive Director of the Association of Research Libraries, testified against the Administration's proposed 8 percent decrease in funding and in support of full funding for the Endowment. She argued for a doubling of the funds available for preservation microfilming in addition to maintaining the other efforts NEH makes toward development of regional filming centers, training programs, cooperative projects, and publicity about preservation needs. Commenting on the preservation infrastructure, Ms. Echelman made the following points: the basic problem is well understood, a practical solution has been developed, the location of the strongest collections in many disciplines is known, standards are in place that guarantee the quality and long-term survival of microfilm as a storage medium, bibliographic records of what has been filmed are available, and training programs of preservation administrators and conservators exist. "A doubling of NEH funds allocated for preservation will still be far less than the private sector has already contributed toward this effort," she testified. [In FY 1987, the NEH Office of Preservation received $3.8 million, about half of which was used to support the U.S. Newspaper Program.]

[*Jaia Barrett*]

Warren J. Haas, President, The Council on Library Resources

Simply put, the leading general research libraries, with constructive involvement of many other libraries, are ready to join forces and create what will be, in effect, a national collection of preserved materials, permanently and fully accessible for use by all Americans.



David C. Weber, Director, University Libraries, Stanford University

We have a plan whereby decisions can be made as to what material needs preservation and in what priority. We have a rough idea of the costs involved. We accept the concept of reasonable cost sharing. And we are rather well equipped—except for the lack of a federal commitment . . . and except for sufficient funding.

Preservation Needs of State Archives Highlighted at Press Conference

The preservation problems in state archives were featured at a press conference following the quarterly meeting of the National Historical Publications and Records Commission held February 3 at the National Archives. Congresswoman Corinne (Lindy) Boggs of Louisiana, a member of NHPRC, urged governors and legislators across the country to "ask whether the repositories holding their states' records are adequately staffed, properly built and maintained, and duly authorized to carry out the job of preserving our history."

The press conference was held to call attention to the recently published report, *Preservation Needs in State Archives,* which found that a large percentage of the historical records held by state archives are deteriorating at an alarming rate. A study conducted by the National Association of Government Archives and Records Administrators and funded by NHPRC (*NPN,* Jan. 1986) formed the basis for the report.

The Council of State Governments has joined forces with NAGARA to publicize the study's findings and take the lead in informing key state executives and legislators. *Preservation Needs in State Archives* calls for several immediate steps including detailed planning assessments for each state archive, the development of new preservation management tools, expanded microfilming efforts, evaluation of the impact of electronic information on traditional government records practices, enhanced training opportunities, and a concerted research initiative. A brochure, "We Are Losing Our Past," summarizes the study's findings.

NAGARA is distributing copies of the brochure within the archival community and also to historical, library, and other professional associations concerned with the preservation of research resources. The Council of State Governments is sending copies to governors, budget directors, secretaries of state, and legislative leaders in all states.

For copies of the brochure or the report contact NAGARA Office, Council of State Governments, Iron Works Pike, P.O. Box 11910, Lexington, KY 40578.

NLM Holds Hearing on Permanent Paper

On January 27, 1987, publishers and editors of biomedical literature were urged to practice preventive medicine at a hearing sponsored by the National Library of Medicine's Board of Regents. The purpose of the hearing was to draw attention to the problem of book and journal deterioration in medical libraries and to promote the use of alkaline paper by medical publishers.

The hearing was held at NLM in the aftermath of two snowstorms that had brought the nation's capital to a virtual standstill. Braving the elements, nearly 100 publishers, editors, paper manufacturers and distributors, printers, librarians, and health professionals assembled at NLM to explore a variety of issues relating to the use of alkaline paper. Exhibits on the evolution of papermaking, preservation alternatives such as deacidification and optical disk, and standards for permanent publications provided the setting for informal discussion.

The hearing was conducted by **Albert E. Gunn**, Chairman of the Board of Regents, who introduced a number of distinguished speakers. **James B. Wyngaarden**, Director of the National Institutes of Health, stressed the importance of the published literature to the work of health scientists and scholars. Representative **William H. Natcher**, Chairman of the House Subcommittee on Labor, Health, Human Services, and Education, assured the audience of the sup-

port of Congress for the Library's preservation activities. NLM Director **Donald A. B. Lindberg** outlined NLM's plan to address its retrospective preservation problem and discussed the possibility of eliminating the problem at its source by printing biomedical literature on permanent paper. **Warren J. Haas**, president of the Council on Library Resources, described CLR's preservation initiatives over its thirty-one years and described the brittle books program envisioned by the Commission on Preservation and Access. **Judith Messerle**, president of the Medical Library Association, urged publishers to share the commitment of libraries to the preservation of biomedical literature. **Charles Hoffman** of S. D. Warren Co. and **Anthony Liberatore** P. H. Glatfelter Co. described the production of alkaline paper and identified the technological and business incentives that are contributing to the growth of alkaline papermaking. **Lois E. DeBakey**, a former NLM regent, inspired the group at lunch by reminding them of society's obligation to preserve original sources.

During the afternoon session, a ten-person panel representing the medical publishing community exchanged views and responded to the challenge posed by the library community. Moderator **Edward J. Huth**, editor of the *Annals of Internal Medicine*, introduced the session by reminding participants that the central question of where the responsibility for the preservation of biomedical literature resides was an intellectual question still open to discussion. However, assuming that publishers do share the responsibility, he proceeded to outline a series of options for the panel to consider. These included publishing everything on alkaline paper, publishing a library edition on alkaline paper, producing an archival microform version, and issuing an edition on CD ROM. The lively discussion that followed highlighted the need to increase the availability of *coated* alkaline paper in range of weights typically used by the publishers. The issue of costs was continually raised—cost to the publisher and cost to the libraries. The panel thanked NLM for alerting them to the issue of paper deterioration and urged that the dialogue be continued.

As a direct result of the hearing, NLM will organize a task force to develop an action plan for increasing the use of permanent paper in biomedical publications. Strategies will include expanded efforts to inform publishers about the problem, advocacy with the manufacturers of alkaline paper, evaluation of costs for total or partial conversion to the use of permanent paper, encouragement of standards development and promulgation, and exploration of the use of alternative media.

NISO to Revise Paper Standard

The National Information Standards Organization has established a committee to revise its 1984 standard for permanent paper to include specifications for coated as well as uncoated paper. The smooth surface of coated paper is essential to high quality half-tone illustrations used, for example, in medical, technical, and art books. Although the coatings used by papermakers are generally alkaline, the core paper can be alkaline, neutral, or acidic.

While much is known about the longevity of uncoated paper through the research of W. J. Barrow and others, there has been little published research on the longevity of coated paper. In developing the revised standard, the committee will have to address several basic issues, including: (1) whether the permanence of coated paper can be specified by the same characteristics as uncoated paper (i.e., pH, folding endurance, tear resistance, alkaline reserve, and absence of groundwood fiber); (2) whether new or modified tests are needed to measure the characteristics of coated paper;

(3) whether different permanence criteria are needed for different kinds of coated paper; and (4) whether any interaction between coating and core paper affects the permanence of the paper. To support its work, the Committee will arrange for a series of laboratory tests of currently produced coated papers.

Standards Committee II includes Betsy Humphreys, Chair (National Library of Medicine), Lewis Brown (S. D. Warren Company), Joseph Dunton (Wilcox Walter Furlong Paper Company), Guy Dresser (Allen Press), Susan Lee-Bechtold (National Archives and Record Administration), Anthony Liberatore (Glatfelter Company), Susan Oxendine (New York University Institute of Fine Arts), and Merrily Smith (Library of Congress). The work of the committee is being supported in part by the Andrew W. Mellon Foundation.

Commission on Preservation and Access: Sneak Preview of "Slow Fires"

"Slow Fires," a new film on preservation, highlighted the March 2 joint meeting of the Commission on Preservation and Access and its National Advisory Council on Preservation. The purpose of the film is to inform the public that a preservation problem exists, that it deserves wide attention, and that it has identifiable solutions.

The nine-member commission, along with guests and representatives of the nineteen organizations comprising the Advisory Council, reviewed the hour-long documentary in LC's Mary Pickford Theater. Copies are available for sale or rental in both hour and half-hour versions on film or videotape.

Robert MacNeil, coanchor of public television's *MacNeil/Lehrer News Hour*, narrates the film's story. Featured are scenes from the April 1986 conference on preservation held in Vienna, Austria; authors Barbara Tuchman and James Michener witnessing to the value of preserving recorded information; and lively examples of the ravages wrought by acid paper—including the familiar image of brittle paper falling like snow across the screen.

The film is interspersed with commentary by library professionals, including William J. Welsh, Deputy Librarian of Congress; Vartan Gregorian, President of the New York Public Library; Warren Haas, President of the Council on Library Resources; Margaret Child, Director of the Research Services Division of the Smithsonian Institution Libraries; and Patricia Battin, University Librarian at Columbia University.

The film's message is that while increasing numbers of Americans are aware of a preservation ethic for environmental concerns and historic properties, there is as yet no cohesive sense of a preservation ethic for the product of mankind's accumulated learning and experience. The film emphasizes that learning about and attending to the problem of deteriorating research resources is an obligation for society; without attending to the problem, society stands to lose not only the physical documents themselves, but also the actual record of much of human activity.

The Commission on Preservation and Access hopes that "Slow Fires" will be the centerpiece for a number of long-term efforts to increase public understanding and encourage support for preservation work including:

- distribution of the film and related printed information to guide and assist libraries;
- preparation of factual publications for use by governing boards of universities and by public and independent libraries and archives;
- sponsorship of seminars and conferences to enlist the support of the scholarly public and to promote research in aspects of preservation;
- encouragement of governments, institutions, and individuals to provide

support for a coordinated national preservation effort.

"Slow Fires" was produced by Terry Sanders of the American Film Foundation in Santa Monica, California, with grants from the National Endowment for the Humanities, the Andrew W. Mellon Foundation, and the Council on Library Resources and with the cooperation and support of the Library of Congress. For information on the availability of the film and supporting printed materials, contact the Commission on Preservation and Access, c/o Council on Library Resources, 1785 Massachusetts Ave., N.W., Washington, D.C. 20036.

[*Peter Winterble*]

Patricia M. Battin

Patricia M. Battin, Vice President and University Librarian of Columbia University since 1978, has been named the first president of the Commission on Preservation and Access. She will be responsible for developing and carrying out an extensive cooperative program to deal with the threatened loss of a large portion of the collections of America's research libraries. The initial goal of the Commission will be to set in motion a nationwide program to microfilm brittle books. Ms. Battin has served as a member of the Board of Directors of the Association of Research Libraries and of EDUCOM. She has also served as Chairman of the Board of Governors of the Research Libraries Group and is presently a Board Member of the Council on Library Resources. It is expected that she will take up her new duties in August.

ATLA Preservation Program Thriving

The American Theological Library Association is the professional library association for seminaries and Bible colleges in the U.S. and Canada. Its task is to coordinate the activities of its members, facilitate access to publications by means of indexes and bibliographies, and preserve materials significant to the religious heritage of its members.

In 1955 ATLA began modest efforts to microfilm serials in need of preservation. The work continued for thirty years during which almost 1,000 religion serial titles as well as a number of monographs were microfilmed on 35mm film. However, through the years interest in a micro*fiche* format for monographs increased and ATLA began exploring the production of microfiche service copies of preservation master negatives.

In 1978 an ad hoc preservation committee appointed by the Board of Directors concluded that the development of a comprehensive preservation microfilming program for theological materials was the most pressing need of the association. In 1981 the committee completed an analysis of the collections of eighty-two ATLA member libraries. The project was designed to provide accurate estimates of the collection sizes of member libraries and to estimate the total number of individual *titles* at risk through paper deterioration. Data were also collected on language, country of origin, publication date, subject, and extent of holdings. The study established that approximately 218,000 titles or 259,000 volumes were at risk and that a sizeable percentage could be found in a relatively small number of libraries. With this information in hand, ATLA began to plan a national preservation program for theological monographs.

In 1984 ATLA established an office of preservation, appointed an advisory

board, and began to catalog and film some 4,000 titles per year from the period 1850–1910—a preservation project that could last fifty years! Titles are selected each year from four theological disciplines: Bible, History, Systematic Theology, and Practical Theology. Primary selection is made from the collection of Burke Library of Union Theological Seminary, New York. Specific libraries with strong holdings in one of the four disciplines are asked to select additional titles. Because of the critical preservation problems encountered, libraries are usually quite willing to provide titles or duplicates of their titles in exchange for a microform copy of the original book. The paper in the majority of the titles is so brittle that preservation of the original cannot be justified unless the item has artifactual value.

ATLA produces a 35mm roll film master negative for each title to national preservation standards. A second master is prepared on a step and repeat camera for the production of microfiche service copies. Cataloging data are collected using an inhouse computer network and are provided in MARC format to the national bibliographic networks. The database is also used to derive subject bibliographies, weekly shipping lists, annual catalogs, and special bibliographies.

The project is financed by an annual subscription program through which any library can select and purchase 100 to 4,000 titles at $5.45 per title. Nonsubscribers pay $12.50 per title. Filming, cataloging, and overhead cost $100 per title or a total of $400,000 annually. Costs to date have been covered by the subscribing libraries and other purchasers. A 1987 grant from the National Endowment for the Humanities will assist ATLA in the preservation filming aspects of the program.

While the ATLA preservation program primarily serves the needs of religious institutions, the titles included cover a wide range of related subjects including Mediterranean and ancient Near Eastern languages, inscriptions, flora and fauna, history, social and political concerns, art, archaeology, philosophy, religious and educational theory, and even some government publications.

For further information and catalogs, contact Robert P. Markham, Director of Programs, American Theological Association, Preservation Board, 1118 East 54th Place, Chicago, IL 60615.

National Committee to Save America's Cultural Collections

A new national committee has been formed to address the widespread lack of visibility and adequate funding for collections care in America's cultural institutions. Named the National Committee to Save America's Cultural Collections, the effort is a collaborative project of the President's Committee on the Arts and the Humanities and the National Institute for the Conservation of Cultural Property (NIC). The President's Committee, created by an Executive Order of the President in 1982, assists in the development of private sector support. The NIC serves as a national forum for cooperation and planning on conservation and preservation concerns.

The new National Committee will promote the care and preservation of the nation's artistic, archival and historical collections by: (1) focusing public attention on the urgent need to preserve cultural collections and significant architecture; (2) bringing greater understanding of conservation and preservation activities to cultural institutions; and (3) encouraging private sector support for these vital efforts.

The committee unites the interests and expertise of conservation and preservation programs, major cultural institutions, and the civic and philanthropic communities. It is chaired by Arthur W. Schultz, a member of the President's Committee, former chairman of Foote, Cone and Belding Communications, and former

chairman of the Art Institute of Chicago. The other members of the committee are: Arthur Beale, Lloyd E. Cotsen, Joan Kent Dillon, Marshall Field, Stanley M. Freehling, Peter C. Marzio, Emily Rauh Pulitzer, Peter G. Sparks, and James N. Wood.

The committee has selected as its initial project a pilot regional forum for cultural decision-makers, including museum and library trustees, corporate and foundation executives, and key professionals from the museum, library, and architectural preservation fields. The forum will be held June 16–18, 1987, at the Art Institute of Chicago. Invitations are being extended to selected participants from Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin.

Entitled *Invest in the American Collection*, the forum will address major conservation and preservation themes including the critical needs of cultural collections, the achievements and limitations of recent efforts, the current status of training, treatment, and research, and the expansion of resources. The program will feature nationally recognized speakers, and the keynote address will be delivered by James H. Billington, recently nominated to be Librarian of Congress.

Funds for the development of the National Committee and for the June regional forum have been provided by the J. Paul Getty Trust, the Andrew W. Mellon Foundation, the AT&T Foundation, and the Chicago *Sun Times*. The National committee's office is located at 1100 Pennsylvania Avenue, N.W., Room 526, Washington, D.C. 20506. (202) 682–5409.

NEH Office of Preservation: Fiscal 1987 Grants

Preservation Grants

American Association for State and Local History, Nashville, Tennessee
Project Director: Gerald W. George

Support for a model series of five regional workshops on the care and preservation of two-dimensional materials held by museums, historical socieities, and other historical organizations. 15 months, $91,699

American Theological Library Association, Chicago, Illinois
Project Director: Robert P. Markham

Support for a nationwide cooperative effort to preserve in microform 12,000 selected monographs in religion which provide essential documentation for scholarly research. 36 months,$100,000.

Boston Public Library
Project Director: Janice H. Chadbourne

Support for a needs assessment—including a condition survey and treatment levels test—of the library's eminent Peabody and Stearns Collection of architectural drawings, 1870–1917. 12 months, $66,307.

Brooklyn Museum
Project Director: Deirdre E. Lawrence

Support for preservation activities leading to microfilming and conservation of parts of the Stewart Culin Library Collection, a critical resource for the study of ethnohistory, museological history, anthropology, and art history. 36 months, $48,259.

Columbia University,
New York, New York
Project Director: Robert Wedgeworth

Support for a program of graduate instruction in preservation administration and conservation in the School of Library Service. 36 months, $449,453 matching.

Cornell University, Ithaca, New York
Project Director: Judith Holliday

Support for the microfilming of selected nineteenth-century American architectural and building trade periodicals from the collections of Cornell and a consortium of cooperating libraries. 24 months, $41,366.

Northeast Document Conservation Center
Project Director: Ann E. Russell
Supplemental funds for the editing and production phase of a currently funded project to produce a manual on the duplication of historical photographic negatives. 12 months, $10,000.

Southeastern Library Network,
Atlanta, Georgia
Project Director: Frank P. Grisham
Support for the second phase of SOLINET's preservation program which provides information, training, and field services to library, archives, and historical organizations in a ten-state region.
36 months, $350,000.

State University of New York Research Foundation, Albany, New York
Project Director: Robert J. Bertholf
Support for the preservation of 100,000 manuscripts and 4,500 books in a poetry collection devoted to twentieth-century English poets and enhancement of the collection's availability to scholars.
18 months, $55,288.

Yale University, New Haven, Connecticut
Project Director: Gay Walker
Support for a preservation administration position to supervise Yale's preservation microfilming program that will be phased into Yale's preservation department. 36 months, $81,070.

U.S. Newspaper Program Grants

Alabama Department of Archives and History, Montgomery
Project Director: Edwin C. Bridges
Support for completion of the cataloging of 3,600 newspapers in Alabama repositories and for a cataloging assistant and two field-workers for the duration of the project. 12 months, $46,104.

University of Arkansas, Fayetteville
Project Director: Michael J. Dabrishus
Support for the planning phase of an Arkansas newspaper project including completion of a survey, assessment of preservation needs, and planning for bibliographic control and microfilming.
6 months, $6,072.

State Historical Society of Colorado, Denver
Project Director: Katherine Kane
Support for the planning phase of a Colorado newspaper project including a survey of repositories to identify holdings and a statewide conference to publicize the project. 6 months, $10,000.

Illinois Historic Preservation Agency, Springfield
Project Director: Roger D. Bridges
Support for the planning phase of an Illinois newspaper project including a survey of 3,000 institutions in the state to determine their holdings. 12 months, $16,127.

New York State Education Department, Albany
Project Director: Patricia Mallon
Support for the cataloging of 6,000 newspaper titles held in the Albany and Rochester areas as the first of several stages of a New York newspaper project.
18 months, $258,668.

Ohio Historical Society, Columbus
Project Director: William G. Meyers
Support for the cataloging of 3,400 newspaper titles held at the Ohio Historical Society as the first phase of a two-stage newspaper project in Ohio.
30 months, $169,349.

State Library of Pennsylvania, Harrisburg
Project Director: David R. Hoffman
Support for completion of the cataloging of more than 9,000 newspaper titles and the preservation through microfilming of newspapers important for research in the humanities. 36 months, $505,602 outright: up to $300,000 matching.

Panhandle-Plains Historical Museum, Canyon
Project Director: Bobby D. Weaver
Support for completion of the cataloging of over 4,000 newspaper titles as the first stage of a Texas newspaper project. 6 months, $37,269.

State Historical Society of Wisconsin, Madison
Project Director: James P. Danky
Support for completion of cataloging of the Society's collection of 8,000 newspaper titles and a statewide cataloging and preservation microfilming project. 19 months, $131,415.

FY 1987 awards to date:

Preservation Grants

Outright	$843,989
Matching	$449,453
Total	$1,293,442

U.S. Newspaper Program Grants

Outright	$1,180,606
Matching	$300,000
Total	$1,480,606

In the Preservation Office...

The Conservation Office Point System

The Conservation Office at the Library of Congress is responsible for preserving the Library's rare and special collections of paper-based materials and providing physical conservation treatment as appropriate for individual artifacts or whole collections. The Office is composed of the Rare Book Section which treats bound material, the Paper Section which treats flat paper artifacts, and the Phased Conservation Section which conducts large-scale rehousing projects as well as routine paper and book treatment projects under the direction of the conservators. The sections presently include eight staff members in Rare Book, nine in Paper, and five in Phased, while the administrative and support staff numbers five.

In 1982 the Conservation Office instituted a formal "Point System" to allocate available conservation staff time to the custodial divisions in an equitable and consistent manner. These include the Library's Area Studies, Geography and Map, Manuscript, Music, Prints and Photographs, and Rare Books and Special Collections divisions, and the Law Library. Under the Point System, divisions receive equal annual allocations except that each year two divisions are designated, on a rotation basis, as "major users" and receive a doubled allocation.

During its evolution, the Point System has emerged as a powerful planning and management tool permitting the fair distribution of limited resources as well as a means for the divisions to articulate their priorities and thus make the best use of the expertise of the Conservation Office.

Toward the end of each fiscal year the divisions and the Conservation Office enter a planning cycle for the coming year. Designated liaisons from the three sections of the Conservation Office work together with custodial representatives to analyze the current conservation needs of each division. Points may be allocated for the categories of general consultation, special projects, collection housing, and individual treatment. In addition, the divisions have onsite exhibits that require consultation and preparation.

Before treatment commences, however,

Conservation Officer Peter Waters describes the weekly status report used to track the expenditure of conservation points.

conservators examine specific items identified during a survey or by the curators and provide a report outlining the condition, proposed treatment, and estimated points required for treatment. Treatment estimates are often extensive for individual rare items. For example, full conservation treatment of a rare book can range from 100 to 400 points depending on the size and scope of the project. Preliminary estimates are occasionally modified since as treatment progresses new information about an item's condition and needs may be discovered.

Points set aside for general consultation cover situations such as a conservator being called upon to assist a visiting scholar in examining and identifying watermarks in paper. An example of an special project is the systematic treatment of the Library's collection of original art for illustrations that appeared in nineteenth-century American books and magazines. In each year of this ongoing project a number of drawings are reviewed and treated with priorities based on the artist and the condition of the item. Points are also allocated for surveys of rare collections. Specific items are then identified for future treatment.

Each "point" represents one hour of staff time. The total number of points available for paper, rare book, and phased conservation varies depending on the number of staff in each section of the Office. Points are also allocated annually for the Exhibits Office program. This program includes both significant exhibitions mounted at the Library, as well as the preparation of large numbers of items requested as loans to special exhibitions at other institutions. Points are also allocated for assistance to other divisions of the Library and the Preservation Office, consultation with the National Preservation Program Office, and the training of graduate-level conservation interns.

In order to be successful as an internal management tool, the Point System requires projections of how much actual

conservation time can be promised within a particular year. In calculating resources, the administration must first consider previous average totals for annual and sick leave, holidays, supervisor's time, paperwork, and research and development. Some time is also kept in reserve for unexpected needs that may arise during the year.

The Point System is tracked by means of five Apple Macintosh computers, using the Excel program. Weekly status reports are generated showing the points used and balance available—as both numbers and percentages. These reports are prepared for each division as well as for the three sections of the Conservation Office. The format of the division report is identical to that used in their annual proposals.

Initially the Point System focused on specifying the conservation treatment of individual artifacts. Since the Phased Conservation Section was constituted and as the Point System has evolved, more emphasis has been placed on providing categories of treatment to deal with ongoing projects which benefit large collections.

In addition to its acknowledged value as a planning tool, one of the most important aspects of the Point System is the collaboration it fosters between the conservation and custodial staff. Such collaboration results in a more systematic, innovative, and thorough approach to the care of the Library's collections.

For copies of sample forms and charts illustrating the Point System contact the National Preservation Program Office, Library of Congress, LM G07, Washington, D.C. 20540.

Optical Disk Update

LC Pilot Program Selected Bibliography

• Price, Joseph W. "The Optical Disk Pilot Program at the Library of Congress." *Videodisc and Optical Disk* 4 (November–December 1984): 424–32.

• Price, Joseph W. "Optical Disks and Demand Printing Research at the Library of Congress." *Information Services and Use* 5, 5 (1985): 3–30.

• Welsh, William J. "The Optical Disk Pilot Program at the Library of Congress," in *Communication Revolutions, Information Technology, and Libraries.* Proceedings of the February 1, 1985 Symposium. Ann Arbor, MI: University of Michigan Library and School of Library Service, 1987.

• "Optical Disk Update." *National Preservation News* no. 1 (July 1985): 9–11.

• Parker, Elisabeth Betz. "Access and Preservation: The Non-Print Project." *National Preservation News* no. 2 (October 1985): 10–11.

• Fleischhauer, Carl. "A Report on the Optical Disk Pilot Program: The Non-Print Project." *LC Information Bulletin* 44, 11 (November 1985): 335–39.

• Price, Joseph W. "The Library of Congress Use of Microcomputers in the Optical Disk Pilot Program." *Microcomputers for Information Management* 2, 4 (December 1985): 241–50.

• Parker, Elisabeth Betz. "The Library of Congress Non-Print Optical Disk Pilot Program." *Information Technology and Libraries* 4 (December 1985): 289–99.

• "Testing the Disk: Predictions of Longevity." *National Preservation News* no. 3 (January 1986): 11–13.

• Fischer, Audrey. "Library of Congress Optical Disk Pilot Program Print Project Document Preparation and Input Report,

Phase I, September 1984–December 1985." Inhouse document, January 24, 1986.
• Manns, Basil. "Testing Program at the Library of Congress for Optical Disks." Proceedings of the Federal Council on Computer Storage Standards and Technology, National Bureau of Standards, March 19, 1986.
• Krayeski, Felix. "Image Processing and Optical Disk Technology at the Library of Congress Congressional Research Service." *Optical Information Systems* 6, 2 (March–April 1986): 120–22.
• Nugent, William. "The Role of National Standards in Information Preservation and Optical Digital Disk." *National Preservation News* no. 4 (April 1986): 11–13.
• Griffith, Jeffrey. "The Print Project Retrieval System." *National Preservation News* no. 5 (July 1986): 16–18.
• *Automation at the Library of Congress: Inside Views*. Washington, D.C.: Library of Congress Professional Association, 1986. (Articles by Audrey Fischer, Ellen Hahn, and Elisabeth Parker.)
• Manns, Basil and Tamara Swora. "Books to Bits: Digital Imaging at the Library of Congress." *Journal of Information and Image Management* 19, 10 (October 1986): 26–32.
• Nugent, William. "Research in Extending the Longevity of Information on Digital Disks and Videodiscs." *Paper Summaries, Electronic Imaging 1986*, Boston, MA, November 4–6, 1986. pp. 790–795.
• Manns, Basil and Dean Wilder. "Interfacing a Mainframe Database Retrieval System with an Optical Disk Image Storage System." Eighth IEEE Symposium on Mass Storage Systems, Tucson, AZ, May 1987.
• Kearns, Thomas N. *Library of Congress Optical Disk Program Digital Imaging System. Input System for Optical Disk (ISOD): User Guides*. Washington, D.C.: Library of Congress, May 1987.

[If assistance is needed in locating these items contact the National Preservation Program Office, Library of Congress, LM G07, Washington, D.C. 20540.]

Preservation Calendar

June 5–19

Preservation Management Institute for Archivists, Simmons College, Boston, MA. Cosponsored by the Society of American Archivists and the Northeast Document Conservation Center. The two-week institute will train 15 to 20 experienced archivists in the development of comprehensive preservation programs. Contact Andrew Raymond, Project Director, One Brown Street, Salem, MA 01970. (617) 745-4955.

June 27–July 2

American Library Association Annual Meeting, San Francisco, CA, including the meetings of the Preservation of Library Materials Section and the Reproduction of Library Materials Section. The Preservation Discussion Group will be held Monday, June 29, 2–4 p.m. and will include a special showing of *Slow Fires: On the Preservation of the Human Record*. (See page 15 of this issue.) Also, alert the librarians in your institution to an all-conference viewing of *Slow Fires* on Saturday, June 28, 9–10 p.m., San Francisco Hilton, Continental Ballroom 4. The Preservation Administrator's Discussion Group will meet Sunday, June 28, 2–4 p.m. The Library Binding Discussion Group will meet Monday, June 29, 9–11 a.m. Contact Am erican Library Association, 50 E. Huron St., Chicago, IL 60611.

June 27

Preservation Education in Libraries: Ways and Means. The annual meeting of the American Library Association will feature an indepth program on preservation education, June 27, 8 a.m.–12:30 p.m. The program will begin with a viewing of *Slow Fires*, a 55-minute documentary film produced to heighten public awareness of the preservation problem. Following the film, **Nancy Elkington** (University of Michigan) will cover the broad goals of a education program in her paper "Why Educate?" **Lisa Fox** (SOLINET) will discuss how to tap existing resources and **Merrily Smith** (Library of Congress) will outline how a slide-tape is produced. **Jan Merrill-Oldham** (University of Connecticut) will discuss the challenge of planning and implementing a training program for library staff and **Carla Montori** (Indiana University) will discuss what and how children can be taught about the proper handling of library materials. The program will conclude with a paper by **Joan Maxwell** (J.P.M. Enterprises) on teaching effectiveness; that is, how does one inspire a large and changing group of people to modify their behavior toward library materials and develop new attitudes? Packets containing a variety of preservation-related resource materials, including sample training materials and bibliographies, will be available for the first 300 people who attend the program.

July 20–24 and July 26–31

Workshop on Library Preservation Techniques. A five-day hands-on workshop is being offered twice by the Collections Maintenance Department of the Milton S. Eisenhower Library of Johns Hopkins University. The workshop will concentrate on basic collection treatment techniques. Registration is free and inexpensive accommodations are available. Contact Workshops, Collections Maintenance Department, Milton S. Eisenhower Library, Johns Hopkins University, Baltimore, MD 21218.

August 12–15

International Symposium on Newspaper Preservation and Access organized by the International Federation of Library Associations and Institutions Working Group on Newspapers. Contact Valerie J. Nurcombe, Information Consultant, 8 Kingfisher Dr., Over, Winsford, Cheshire CW7 1Pf, U.K.

Publications

John Morris. *The Library Disaster Preparedness Handbook*. Chicago, IL: American Library Association, 1986. 129 pages.

This readable handbook by the author of *Managing the Library Fire Risk* is a useful compendium of information on basic library security issues that affect both the library building and its collections. It covers issues that all libraries must address to a greater or lesser degree including bomb threats, problem patrons, theft and mutilation of library materials, fire protection, and water damage. The chapter on preservation highlights the collection security risks posed by insects and people. The chapter on planning and design emphasizes the interior design details that affect safety, security, and preservation. A brief bibliography guides readers to additional sources.

Barton, John P. and Johanna G. Wellheiser, eds. ***An Ounce of Prevention: A Handbook on Disaster Contingency Planning for Archives, Libraries, and Record Centres.*** **Toronto, Ontario: Toronto Area Archivists Group Education Foundation, 1985. 192 pages.**

This thorough workbook was designed to take institutions step-by-step through preparing and implementing a disaster contingency plan. Initial sections cover disaster prevention, formulation of a plan, disaster forecasting, and immediate response to a disaster. Five sections cover all stages of recovery from a disaster. Half the handbook is devoted to a bibliography and lists of resource people and institutions, primarily in Canada. The final appendix provides several useful outlines, including a list of hazards, steps in the planning process, and common pitfalls in planning. Available from the Toronto Area Archivists Group, P.O. Box 97, Station F, Toronto, Ontario M4Y 2L4.

News and Notes from NPPO

DEZ Update

Construction has begun on the Library's mass deacidification pilot plant facility with groundbreaking at the Texas Alkyls Chemical Company in Deer Park, Texas (near Houston). It is expected that the facility will be completed sometime in the fall of 1987.

The concept of building a small-scale pilot facility is an important intermediary step between the engineering design on paper and design of the full-scale plant. For this reason, the pilot facility in Texas will be built to hold 300 books. This size was selected because it will allow a conservative scale-up factor of twenty-five for design of the main plant at Fort Detrick in Frederick, Maryland.

Other projects relating to the Library's deacidification program are also moving forward. Among these activities are those that relate to the planning and development of a Return Processing Unit for the books and to the design of the quality assurance program for the main treatment plant. In addition, the design for the carts to hold the books during transport and treatment is being refined and plans for the efficient movement of materials in and out of the stacks are being developed.

S&B Engineers and Constructors, Inc. personnel inspecting the site of the Library's mass deacidification pilot plant facility at the Texas Alkyls Chemical Company in Deer Park, Texas.

On another front, the Office of Technology Assessment (a Congressional support agency in the legislative branch of the government not related to the Library of Congress) has been asked to review the DEZ process and other deacidification processes for the House Appropriations Committee. The review is now underway and will be completed in twelve to eighteen months. The review is intended to settle the controversy about the diethyl zinc deacidification process that has arisen since the mishaps at the Goddard Space Flight Center. The Library also expects that the review will shed light on the differences between the available processes and provide some perspective on the suitability of these processes to different types of collections.

Cooperative Preservation Programs Group Meets

The second meeting of the Cooperative Preservation Programs Group was held December 4–5, 1986, at the Library of Congress. The group meets to promote communication and share resources among fourteen nonprofit, cooperative and regional preservation programs. This year's conference renewed the group's commitment to coordinate their activities using the National Preservation Program Office as their locus. Participants addressed ways of influencing legislators and developing grass roots support for preservation. Their emphasis for 1987 includes working as advocates for the concept of a nationwide preservation program, assisting institutions in formulating grant proposals for preservation projects, and increasing public awareness of preservation in their regions.

The first day of the meeting was devoted to a seminar entitled "Managing the Learning Process," in which participants examined the traditional formats for conducting preservation workshops and explored alternatives that might communicate the material more effectively. All of the group's members provide educational programs, information services, and consulting. The seminar was led by Duane Webster of the Office of Management Studies, Association of Research Libraries.

From the Mail Bag . . .

Inquiry: Why do conservators recommend that polyvinyl chloride plastics not be used for the storage of valuable documents? [*C. Z. Maryland*]

Response: Polyvinyl chloride (PVC) plastics, like many polymers, are rigid at room temperature. To make them flexible, various oily lubricants (called plasticizers) are added during the manufacturing process. Some plasticizers are very long lasting (and correspondingly very expensive) and some, the inexpensive ones, are not. Ordinary vinyl is plasticized with a material that volatilizes out of the plastic fairly rapidly. As a result, the plastic becomes brittle. This characteristic is typical of PVC films and is the reason they are not used in conservation work. Since we do not know the nature or quality of the plasticizers that may have been used, we cannot predict how long they might last. More importantly, we do not know whether the volatile gases they emit have any potential for damaging adjacent materials. [*Merrily A. Smith*]

Fact Sheets Available

The following fact sheets are available free from the National Preservation Program Office Reference Service:

- *Intern Training in Conservation at the Library of Congress*
- *Diethyl Zinc (DEZ)*
- *Preservation Microfilming at the Library of Congress*
- *Organizations Active in Library and Archives Preservation*
- *Conservation Training in North America*
- *Plastics Used in Preservation*

Preservation in Perspective . . .
by Margaret Child

Is the Infrastructure in Place?

On March 3, 1987, the House Subcommittee on Postsecondary Education held a hearing on the problem of brittle books. Those who testified emphasized the magnitude of the problem and the need for increased effort and funding at all levels—federal, state, and local. However, in the question period that followed the formal testimony, concern was expressed over whether the infrastructure necessary to support greatly increased funding for preservation was in place.

What then is an infrastructure and how can you tell when you have a working one? The dictionary defines the term as an "underlying foundation or basic framework (as of an organization or a system)." Applied to a national preservation program this means trained personnel, adequate microfilming facilities, technical standards, agreed upon policies and procedures both at the national and local levels, experience to provide reliable data for planning and budgeting, and mechanisms for sharing information on work in progress and products. While much remains to be done to encourage institutions to develop local preservation programs and thus the *capacity* to cooperative in a national initiative, I believe that each of these elements is present at a sufficient level to constitute the solid building blocks of a national preservation microfilming program.

With respect to personnel, recent additions to the cadre of trained preservation staff include the 26 graduates of the Columbia University graduate training program as well as Mellon preservation interns, graduates of the Yale internship program, librarians currently being trained by the University of California, and the staffs of existing preservation programs who are gaining expertise through the age-old method of apprenticeship. Many of these individuals have the intellectual, organizational, and technical skills needed to direct programs to microfilm brittle books. This list could be expanded to include the literally hundreds of librarians and archivists all over the country who have attended workshops given by regional preservation programs, the Society of American Archivists, the Library of Congress, the American Library Association, and others. Neither should the staffs of commercial filming companies be ignored as sources of expertise.

In terms of facilities, filming to preservation standards is underway at 36 research libraries and archives. In addition, two non-profit organizations provide filming services—the Northeast Document Conservation Center and the newly established Mid-Atlantic Preservation Service. All facilities currently operate on a single shift and most are not at full capacity. Significantly, the capabilities of commercial facilities are only beginning to be explored. Several models exist for contracting with private sector filming companies, including that of the National Library of Medicine which is filming 10 million pages per year with REMAC Information Corporation.

Standards for producing microfilm as a preservation copy of the deteriorated original book have been established by the American National Standards Institute and the Association of Information and Image Management. Similarly, policy and procedural guidelines (such as those established for the Research Libraries Group Cooperative Preservation Microfilming Project supported by NEH and the Mellon Foundation) can be used as models for new initiatives at both local and inter-institutional levels.

Our collective experience to date with preservation microfilming has given us sufficient cost data to be able to plan new preservation projects with confidence. The self-study program devised by the Association of Research Libraries, Office of Management Studies provides a

broadly applicable method to assess existing conditions and set up effective institutional programs. Perhaps most indicative of the maturity of the field, however, is the forthcoming administrative guide to preservation microfilming developed by ARL and to be published by the American Library Association.

Finally, the bibliographic structure to permit sharing information about an institution's intention to film an item or the existence of the master microform negative itself *is in place*. Data on existing titles currently being transferred to microfilm is regularly input and NEH and the Mellon Foundation are supporting a mammoth retrospective project to convert the monographic titles listed in LC's *National Register of Microform Masters* to machine-readable form. Libraries can avoid duplication of effort by consulting any one of several bibliographic networks, and institutions throughout the country are assured of access to preservation microforms with which to replace their deteriorated holdings. Moreover, there is a growing national consensus that the thorny issue of selection for preservation can be most efficiently addressed by focusing on filming the strongest composite collections in a given subject area.

The national preservation microfilming program as it is currently envisioned will not be a united national movement whose components advance in lockstep directed from a centralized command post in Washington. Rather it will be a distributed effort, proceeding on many fronts, at times in somewhat different directions, and at varying paces. The initiative is already coming from the grassroots—from individual libraries and archives, corsortia, professional associations, and state and local governments. This is where the infrastructure and the commitment *already reside*. This is where millions of NEH and other federal and private dollars can and should be spent *right now* to save the record of our civilization.

[*Margaret Child is currently Assistant Director for Research Services at the Smithsonian Institution Libraries. While Assistant Director of the Division of Research of NEH, she founded and headed the Research Resources Program where the first systematic funding of preservation projects began.*]

. . . *Preservation in Perspective* provides an opportunity for library and archives professionals to speak their mind on current preservation issues. Contributions are encouraged and topics should be discussed in advance with the editor.

1987
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OF THE READER

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NATIONAL
PRESERVATION
NEWS

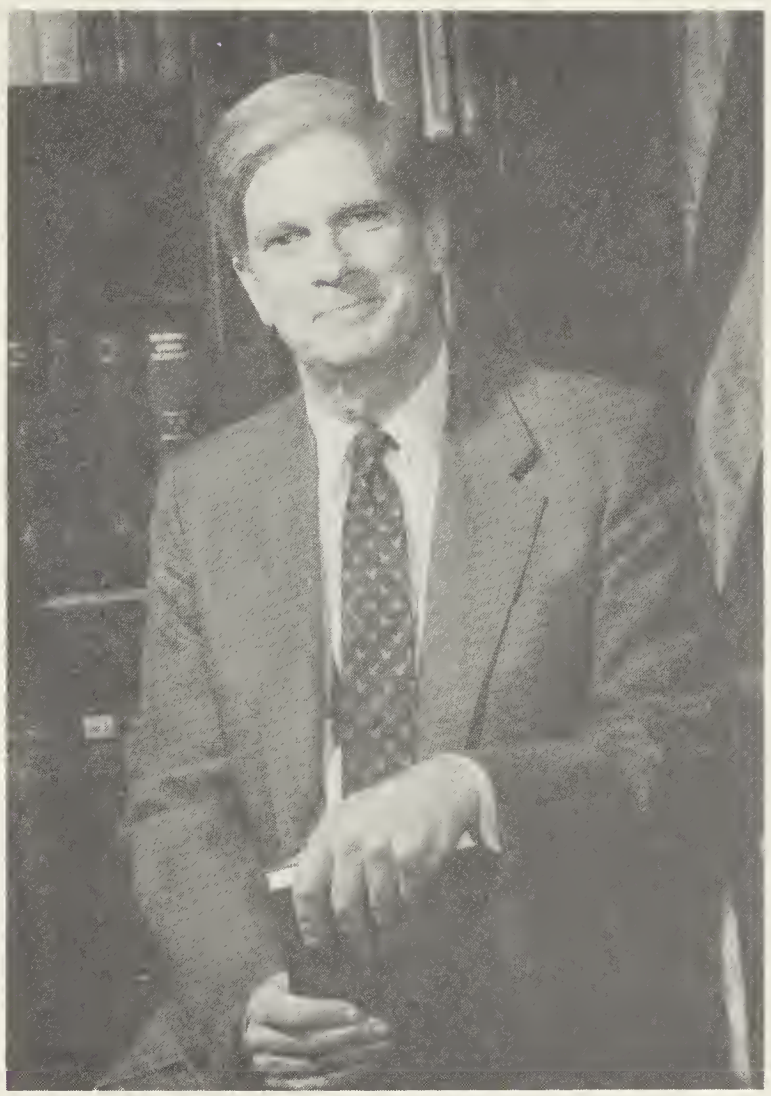
No. 8, October 1987

A Newsletter of the National Preservation Program Office — *The Library of Congress*

Invest in the American Collection: A Midwest Regional Forum

On June 16–18, 135 individuals gathered at the Art Institute of Chicago to address the critical preservation and conservation needs of cultural institutions and to forge new coalitions between institutions, foundations, government agencies, and private corporations for the task of preserving collections in the nation's museums, libraries, archives, and historic buildings. This pilot regional forum was sponsored by the National Committee to Save America's Cultural Collections (*NPN*, May 1987), a collaborative project of the National Institute for Conservation and the President's Committee on the Arts and the Humanities.

The forum opened with an after-dinner keynote address by **James H. Billington,** then director of the Woodrow Wilson International Center for Scholars and, since September 14, Librarian of Congress. In an address entitled "The Moral Imperative of Conservation," Dr. Billington challenged his listeners to view preservation as not only a primary responsibility of civilized nations, but as a human imperative, in concert with our deepest need to seek spiritual renewal through the pursuit of truth. "If, indeed, the secret of redemption is memory, libraries and museums provide fragments of the secret—parts of the cosmic jigsaw



James H. Billington, Librarian of Congress

"Do we really have the will as a people to preserve our memory? the determination to make a massive effort? the intelligence to make a coordinated one? There is world enough in this land of privilege—and time as well if we do not kill too much of it waiting for others to do what each must begin for himself."

puzzle. Each piece acquires more beauty and suggests more order as it is fitted in with others. . . . But there is also in our lonely interactions with the primary objects of the past, that which teases us out of thought through silence and slow time into the deep mystery of human achievement, anguish and aspiration." From his perspective as a scholar of Russian thought and culture, Dr. Billington discussed the significance of the widespread popular movement in the Soviet Union to preserve the books, icons, and architecture of an older religious culture. In his closing remarks, Dr. Billington stressed the importance of scholarly collaboration in the task of selection for preservation and reflected on preservation's role in a liberal democracy. "We must remain at the forefront of the struggle to preserve memory lest we join the ranks of those who live off the laurels of the past rather than its cumulative wisdom. If free people do not preserve and celebrate humanity's memory, others may end up limiting and controlling it." [1]

National Preservation News is a publication of the National Preservation Program Office that highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of Congress. It is available free of charge to interested institutions.

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The meeting's general sessions consisted of four panels involving some twenty-five speakers. The first panel, "Our Nation's Treasures at Risk," was introduced by **Lynne Cheney,** chairman of the National Endowment for the Humanities, who outlined the scope of the problem facing libraries and emphasized the need for money, coordination, and direction. "Indeed the problem is massive. We must build the infrastructure more rapidly than we are now, and we must support it with new sources of funding." **Paul Perrot,** director of the Virginia Museum of Fine Arts, eloquently argued for museums and other cultural repositories to act as responsible custodians. "While the situation is bad for many art museums, it is tragic for libraries and archives. It is dramatic for collections in ethnology and natural history. . . . These objects have keys within them, and they contain messages. Unless we find ways to preserve them and pass them on to future generations, we are betraying our calling." **Larry Hackman,** state archivist of New York, contrasted the symbol of the Statue of Liberty (and the money spent on her 1986 celebration) with the need to preserve the records that document immigration history. "Even if the restored Statue of Liberty could speak to us, neither her century long existence as an important symbol, nor her vantage point overlooking the harbor enables her to tell us very much about immigration during the last 100 years . . . instead we need to ask our questions of documents." Mr. Hackman suggested several key actions, including a nationwide advocacy campaign; establishment of major federal government and private sector partnerships to address the preservation problem; and recognition by state and local governments of their obligation to identify and preserve records of enduring value. The third panelist,

[1] *Dr. Billington's presentation has been published and is available from the National Committee to Save America's Cultural Collections, 1100 Pennsylvania Ave., N.W., Room 526, Washington, D.C. 20506.*

Brendan Gill, of the *New Yorker Magazine,* joined the voices arguing for a national preservation conscience as he outlined the challenges associated with architectural preservation. "We know how to define the problem of preservation. As with museums and with documents, we know—or at least we think we know—what we ought to be doing. But how can we convince the leadership of this country in a democratic way that this is a worthwhile national activity?"

The discussion at the conclusion of the panel focused on the challenge of defining preservation as a national priority and the importance of moving beyond individual disciplines to create a broad preservation platform. The role of the federal government as catalyst was also stressed—including the importance of demonstrating that collections which are part of the national patrimony can be responsibly preserved by government funding sources in partnership with private sources.

In the second panel, "Caring for the American Collection," speakers highlighted three success stories. Introducing the panel, **Frank Hodsoll,** chairman of the National Endowment for the Arts, noted that if it is impossible to save everything, then we must work hard to preserve a representative sample. He noted in particular the challenge of selecting popular culture, such as television shows, for preservation. **Leopold Adler,** president of Preservation Associates of Savannah, described the holistic preservation approach of the Savannah Landmark Rehabilitation Project to restore a Victorian neighborhood as a sensible alternative to public housing for the responsible poor. The project went beyond the single monument approach to preserve the architectural soul of a historic community in a unique approach that used local and federal government resources to enhance the effectiveness of citizen efforts. **Earl Powell,** director of the Los Angeles County Museum of Art, described his institution's purposeful expansion of conservation activity as a result of implementation of a master plan. **Lawrence Towner,** librarian emeritus of the Newberry Library, described the growth of Newberry's preservation program and the role that government funds played in the building of a model storage facility. In his wrapup, moderator **William R. Leisher,** director of conservation at the Art Institute of Chicago, observed that successful projects have in common a concept that merges with an articulated comprehensive preservation program for an institution, a broad funding base combining public and private sources, and local involvement and investment. He also noted that successful projects become the centerpiece that attracts further funding.

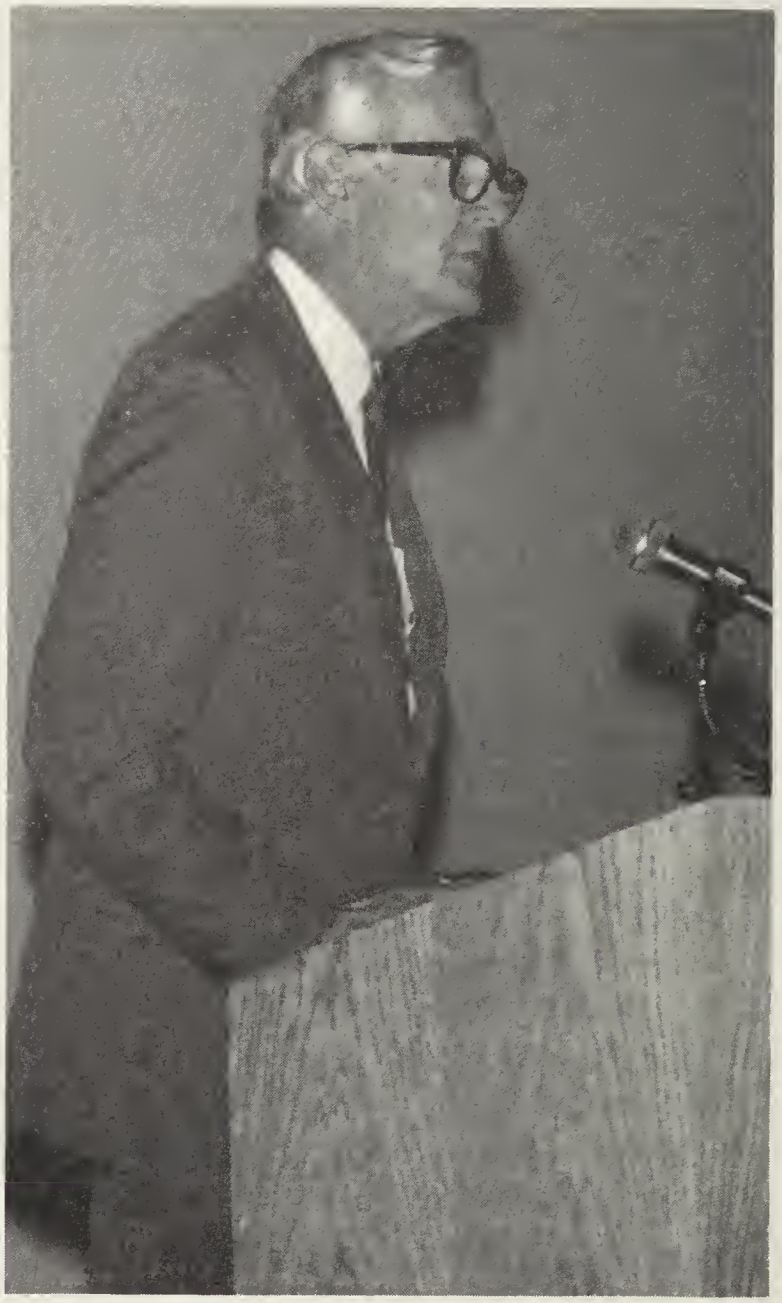
The third panel, "Current Assets for Preservation," focused on the resources available today to meet the preservation challenge. **Lois Burke Shepard,** director of the Institute of Museum Services, introduced the panel acknowledging that our current assets are the corps of highly-trained individuals, and that this asset must be maximized by developing a partnership between federal and private support. **Joyce Hill Stoner,** director of the Art Conservation Program at the University of Delaware/Winterthur Museum, described the state of conservation education as a challenge of numbers and funding. "Each year institutions of higher learning in this country produce 37,000 lawyers, 15,000 doctors, 5,000 dentists, and 32 conservators." **Terry Weisser,** president of the American Institute of Conservation, described the importance of a professional ethic for conservation of cultural artifacts. **Ann Russell,** director of the Northeast Document Conservation Center, discussed the network of nonprofit regional conservation service centers that emerged to address the needs of a broader number of institutions. **Luis Monreal,** director of the Getty Conservation Institute, described the current state of scientific research in conservation and called for the development of a strategy to maximize the output of current facili-

ties through coordination, and to explore collaboration with academia and industry.

The fourth and final panel, "Investing in Your Collections," dealt with fundraising. **Evan Turner,** director of the Cleveland Museum of Art, in introducing the panel noted that art museums can't affort *not* to invest in conservation by having a lab to address the needs of their collections. **Nancy Englander,** consultant for the J. Paul Getty Trust, described the role of private foundations in creating a "ripple effect" and pragmatically noted that corporations view the funding of conservation projects as problematic because they are not as visible as buildings or exhibitions. She urged a strategy that would make preservation an integral part of a more visible donor package. **George Farr,** preservation officer at the National Endowment for the Humanities, outlined NEH preservation initiatives, described the model of the "challenge grant," and stressed the importance of developing a capacity for cooperative action. "As preservation emerges as a priority for national attention there will be a need for more effective planning and coordination at all levels—for those who ask and for those who give." In an entertaining presentation, **Andrew Heiskell,** chairman of the New York Public Library, described the massive campaign to improve the overall state of the building and environmental conditions at NYPL and methodically address other preservation needs. He stressed the importance of salesmanship in fundraising and the creative matching of problems with prospective donors—including NYPL's inspiring success story of finding a private source of funding for the task of dusting books. **Roger Thaler,** vice president for External Affairs and associate counsel of the Colonial Williamsburg Foundation, completed the day's presentations by emphasizing that successful fundraising is a process of determining institutional priorities and goals *before* looking for money. He warned of the danger of letting fundraising and development opportunities determine programs.

Arthur Schultz, chairman of the National Committee to Save America's Cultural Collections, closed the meeting by warning of the greater job ahead. "What I heard was there is too much art in the world, there are too many books, there are too many historic buildings and too many fossils and there is too little money because there is too little private support and too little government support and too little foundation support. And there are too few facilities and too few conservators. There is too little awareness, there is too low a priority. . . . Now that is the kind of job I like to take on!"

The National Committee to Save America's Cultural Heritage is engaged in discussions of future forums with several regions.



Arthur W. Schultz, chairman of the National Committee to Save America's Cultural Collections.

Preservation Information in the USMARC Format

A proposal to allow preservation information to be recorded in the USMARC format was approved at the 1987 annual meeting of the American Library Association. Proposition 87–7, *"Additions/Changes to the Holdings and Locations Format to Provide for Preservation Information,"* was first discussed by MARBI (Representation in Machine Readable Form of Bibliographic Information Committee) at the 1987 midwinter meeting. Libraries and archives currently use several USMARC-based bibliographic utility networks, such as RLIN and OCLC, to exchange cataloging information, to participate in cooperative collection development programs, and to meet local collection management needs. The addition of a USMARC field for preservation information will provide a tool for local preservation management as well as a medium for national level preservation planning and coordination.

Foundations for the proposed field were laid in May 1986 by a working group brought together by the Library of Congress Network Development and MARC Standards Office. The group discussed various preservation data elements desirable for local management, interinstitutional cooperation, and national coordination. Also of concern were the costs involved in inputting, updating, and manipulating data in a USMARC automated system. It was agreed that any data elements added for preservation should have obvious benefits to offset those costs.

The working group decided to limit preservation data to that which they felt had long term usefulness. Data which would change often should be excluded to avoid frequent updating. Subfields for data should not be added simply because that data is easily determined. And finally, data should be added to the format only if it has an obvious use.

With those factors in mind the group identified the following data elements to be important for local preservation management and national interinstitutional preservation planning: physical characteristics of the item, preservation action, dates, priority information, primary collecting responsibility, microform characteristics information, item availability, and copyright data. The group also underscored the long-term desirability of easily accessible online information regarding the availability of the item in other formats.

The first discussions suggested an entirely new USMARC field for preservation information with subfields for physical condition, preservation action, medium of reformatted item, disposition of original item, related dates, and notes. Coded data was to be employed in several subfields, each with a corresponding note subfield. The use of this coded data seemed to cause several problems, so the possibility of dropping those coded subfields was investigated. Once the coded data was deleted, the similarity between the proposed field and an existing MARC 583 field, used in archives and manuscript control, became apparent. It was eventually decided that with some minor adaptations the 583 field would serve the needs of preservation information very well.

The copy-specific 583 field is used to record processing and reference actions. With the adoption of the proposed changes, the field will now also be used to record information on preservation activities relating to an item such as: review of condition, queuing for preservation, and completion of preservation. It is intended that a new 583 field should be created for each action. The user may retain or delete 583 fields for completed actions according to local preference. Information considered worth retaining from a deleted 583 field could be placed in a note subfield of a remaining 583 field.

MARBI recommended that standardized

terminology be used in the field, especially in the *action* subfield. The use of standardized terminology among institutions fosters greater communication and aids retrieval, increasing the value of the shared data. Several standardized terminologies have been established for use in field 583 for archival and manuscript control. MARBI recommended that the Preservation of Library Materials Section of ALA form a task force to develop a controlled vocabulary for use with field 583 for preservation information. The members of the task force are: Sherry Byrne (University of Chicago), Lorraine Rutherford (New York University), Merrily Smith (Library of Congress), Gay Walker (Yale University), and Carolyn Morrow Manns, chair (Library of Congress).

With the exception of microform generation and producer, preservation information has not been maintained in an automated environment. The profession will have to answer several question before 583 can be put into use: Are the costs of automation worth the benefits? Will the availability of preservation information in such a format enhance preservation work? Who will enter and use the data? The adopted changes in the 583 field provide a basis for local preservation management and national preservation planning; only time will tell how this tool will be employed.

[*Robin Wolff*]

Commission on Preservation and Access: Update

The Commission on Preservation and Access held its fifth meeting on June 4, inviting a group of twenty-two library directors and preservation specialists to contribute to a continuing discussion about the structure of a national preservation microfilming program.

The discussion reinforced a growing consensus that a national program will require intensive collaboration among the research libraries that will participate in the program's initial stages, and that funding for preservation filming units must come from a variety of sources outside regular library budgets. These sources would include federal and state governments and their agencies, foundations, universities, and others.

Participants agreed that the Commission's role would be important in setting guidelines for participation in the program and for the quality of preservation microfilming, for funding development, and for keeping the brittle books issue before the library, university, and general communities. The film "Slow Fires: On the Preservation of the Human Record" (*NPN*, May 1987) is an important part of general publicity, and will be shown on national public television on December 11. Microfilming was reaffirmed as the "best technology now available" to capture the contents of vast numbers of brittle books.

In early August, the William and Flora Hewlett Foundation announced a grant of $300,000 to the Council on Library Resources to support the Commission. Patricia Battin, who started in mid-August as the first president of the Commission, began a series of meetings with members of both the Commission and its companion organization, the National Advisory Council on Preservation, in order to continue development of operating plans and guidelines for a national program.

[*Peter Winterble*]

NRMM Conversion Project Begun

The retrospective conversion of the monographic reports in the *National Register of Microform Masters* has begun under a contract between the Association of Research Libraries (ARL) and The

Computer Company (TCC) of Richmond, Virginia, a large information processing services organization. ARL and the Library of Congress are cooperating in this major project to create machine-readable catalog records. When completed, the project will greatly facilitate the searching that is a necessary component of a national preservation effort to preserve the contents of brittle books.

TCC will search *NRMM* reports against its database and derive the most complete record. The work will be based on conversion standards established for the ARL Recon Project and on detailed guidelines developed for the project by ARL and the Library of Congress. Approximately 460,000 records will be produced over a two-year period. Project staff at LC will review converted records to ensure that they conform to project guidelines. As the project proceeds, LC's Cataloging Distribution Service will compile tapes and sell them with no constraints on further reproduction or distribution to libraries, networks, and other organizations. The *NRMM* conversion project is made possible with funds from the National Endowment for the Humanities and the Andrew W. Mellon Foundation.

Archivists Plan Information Clearinghouse

In June 1987, representatives of more than fifteen Federal agencies and national organizations met at the National Archives (NARA) and recommended launching a new forum for the promotion of information exchange in the archives and records field, the Archives and Records Information Coalition (ARIC). Plans were also made to implement key recommendations in the recently published *Information Resources for Archivists and Records Adminstrators*. This document is the final report of a two-year study aimed at improving the exchange of information about professional practices and procedures within the records community. The report was sponsored by the National Association of Government Archives and Records Administrators (NAGARA) and written by Victoria Irons Walch, a consulting archivist who carried out the study.

At the meeting, NARA announced its intention to enhance and broaden the functions and services of its library to serve as the central, national repository for information relating to archives and records administration. NARA intends to broaden and invigorate the library's acquisitions program as well as provide automated bibliographic databases for literature on archives and records management. ARIC will consult with NARA on the development of NARA's library and information center in addition to serving several other functions.

These functions include (1) holding an annual meeting of representatives from archival and records management groups to discuss information exchange issues and related topics; (2) serving as a forum to facilitate distribution of reports and statements of standards in the records field; and (3) determining the need for reports, special studies, or other information-oriented products.

Initial organizations slated for participation in the voluntary coalition include NAGARA, the American Association for State and Local History, the Association for Information and Image Management, the Association of Records Managers and Administrators, and the Society of American Archivists. Also participating in the coalition are the Library of Congress and the National Archives. Other groups may be invited to participate in the coalition's meetings at the discretion of ARIC's rotating chair.

Copies of *Information Resources for Archivists and Records Administrators* are available from Wayne Masterman, NAGARA Office, The Council of State Governments, Iron Works Pike, P. O. Box 11910, Lexington, Kentucky 40578.

NEH Office of Preservation: Additional Fiscal 1987 Grants

Preservation Grants

New York City Department of Records and Information Services
Project Director: Peter J. Mustardo
To support conservation treatment of approximately 1,000 drawings in a 2,600-item collection dating from 1850–1934 pertaining to Central Park and 61 other New York City parks. The drawings suffered severe deterioration due to poor previous storage conditions, and treatment will allow them to be microfilmed and made available for research and exhibition. *12 months, $29,700.*

Vermont State Archives, Montpelier
Project Director: D. Gregory Sanford
Support for a collaborative project of the Vermont State Archives and the New York State Library to microfilm the Stevens Papers which were partially burned in the 1911 state library fire. The Papers cover the years 1700–1860 with emphasis on the Republic of Vermont (1777–1791). In addition to preservation, microfilming will make the papers more accessible and allow both states to have copies. The project will provide a model for interstate and inter-repository cooperation. *12 months, $63,099.*

American Institute for Conservation of Historic and Artistic Works, Washington, D.C.
Project Director: Meredith Mickelson
Support for the continued publication of *The Paper Conservation Catalog,* a compilation of descriptions of 37 conservation treatments suitable for library and archival materials on paper. *36 months, $56,785*

University of Kansas, Lawrence
Project Director: Donna Koepp
Support for the deacidification and encapsulation of 12,000 historical and contemporary maps from the *U.S. Congressional Serial Set* portraying major aspects of American cultural and intellectual history. *25 months, $80,020.*

Academy Foundation, Los Angeles
Project Director: Linda H. Mehr
Continued support for microfilming of the Academy Library's Production and Biography Files, a primary source collection documenting the history of cinema from 1896 and used by 44,000 researchers each year. *36 months, $85,884.*

Society of American Archivists, Chicago
Project Director: Donn C. Neal
Support for a project to evaluate the effectiveness of current preservation services and plan for future services, while maintaining a minimum program of workshops and consultancies, *24 months, $111,461.*

New York State Education Department, Albany
Project Director: Thomas E. Mills
Support to microfilm 600 cubic feet of records relating to New York community settlement and development, 1760–1860, inaccessible due to their fragile condition. *30 months, $191,250 matching.*

Rochester Institute of Technology, Image Permanence Institute, Rochester, NY
Project Director: James Reilly
Support for a research project to evaluate the use of selenium treatment in prolonging the storage life of silver gelatin microfilm. *18 months, $98,798.*

University of Illinois, Committee on Institutional Cooperation, Champaign, Illinois
Project Director: Roger G. Clark
Support for the planning stage of a cooperative preservation microfilming project among CIC libraries (the Big Ten Libraries and the University of Chicago). *6 months, $26,031.*

Conservation Center for Art and Historic Artifacts, Philadelphia
Project Director: Lois Price

Continued support to provide subsidized collection and building surveys for member institutions in the mid-Atlantic states region, as a means to actively encourage the establishment and funding of inhouse preservation programs. *36 months, $11,028.*

U.S. Newspaper Program Grants

Georgia
University of Georgia, Athens
Project Director: Barry B. Baker

An estimated 3,900 titles to be located and cataloged; 630 titles to be microfilmed. *36 months; $417,441 outright, $50,000 matching.*

Iowa
State Historical Society of Iowa, Iowa City
Project Director: Nancy Kraft

An estimated 6,500 titles to be located and cataloged; an estimated 6.5 million pages to be microfilmed. *36 month continuation; $232,662 outright, $169,400 matching.*

Kentucky
University of Kentucky, Lexington
Project Director: Judy Sackett

An estimated 5,590 titles to be located and cataloged; an estimated 1.5 million pages to be microfilmed. $224 month continuation, $274,942.

Louisiana
Louisiana State University, Baton Rouge
Project Director: Sharon A. Hogan

An estimated 2,300 titles to be located and cataloged; 7,200 reels of preservation microfilms to be produced from existing microfilm. *24 months; $201,780 outright, $25,000 matching.*

Missouri
University of Missouri, Kansas City
Project Director: Ted P. Sheldon

Planning for a Missouri newspaper project. *6 months; $12,284.*

North Dakota
State Historical Society of North Dakota, Bismark
Project Director: Gerald G. Newborg

An estimated 1,800 titles to be located and cataloged; an estimated 2,800 rolls of microfilm to be produced. *36 months; $115,809 outright, $100,000 matching.*

Texas
Panhandle-Plains Historical Museum, Canyon, Texas
Project Director: Bobby D. Weaver

An estimated 7,000 titles to be located and cataloged. *18 month continuation; $173,975 outright, $25,000 matching.*

Washington
Washington State Library, Olympia
Project Director: Jeanne Engerman

An estimated 2,000 titles to be located and cataloged; an estimated one million pages to be microfilmed. *18 months; $165,143 outright, $56,000 matching.*

Both the House and the Senate have recommended an increase of $500,000 (to an annual level of $4.5 million) in the Office of Preservation FY 1988 budget.

NARA Monitors Charters of Freedom

The National Archives has installed an electronic camera and image processing system to monitor the physical condition of the Declaration of Independence, Constitution, and Bill of Rights. Collectively, these documents are referred to as the "Charters of Freedom," and the new analytical device is called the "Charters Monitoring System," or "CMS." NASA's Jet Propulsion Laboratory at the California

Institute of Technology designed the CMS and Perkin-Elmer, an optical instruments manufacturer, integrated the various components of the system and wrote the software to control it.

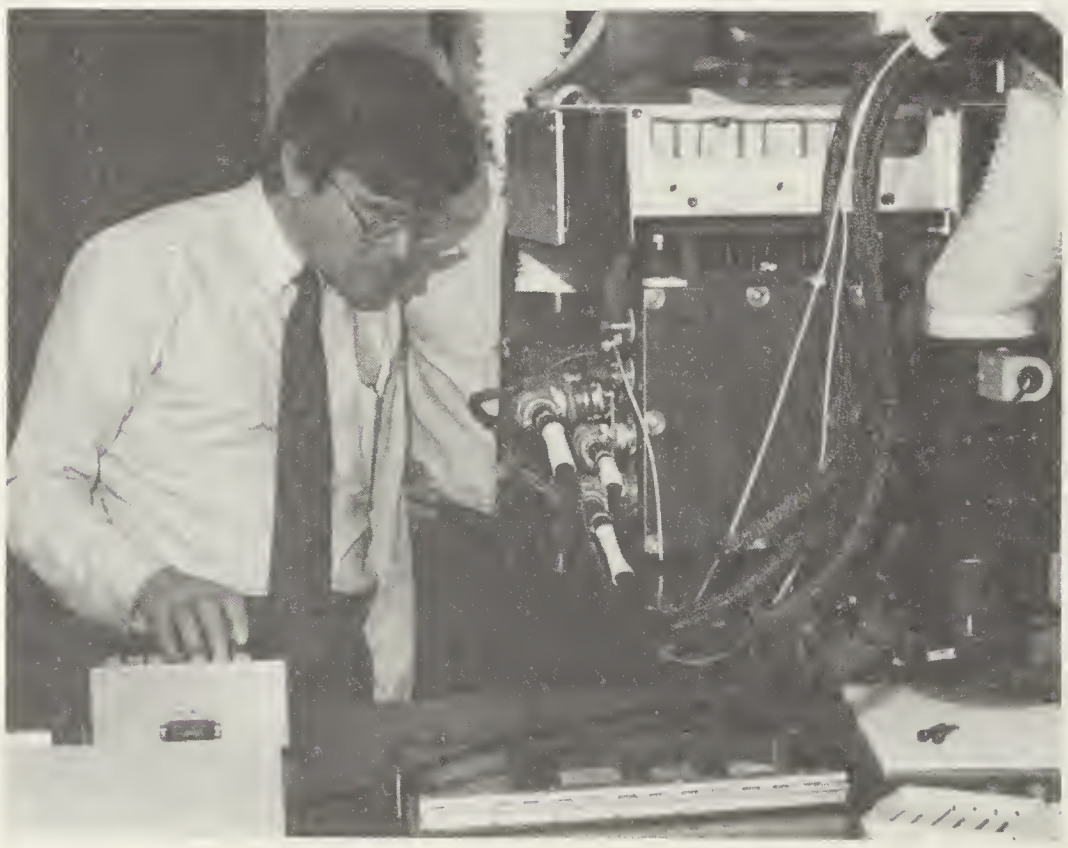
The system is capable of recording in very fine detail one-inch-square areas of documents and later retaking the pictures in exactly the same places under the same conditions of lighting and charge coupled device (CCD) sensitivity. The CCD measures the reflectivity of what it sees. Repeatability of the experiment allows NARA to track and plot changes that may be occurring on the surface of the documents over time. For the Charters of Freedom, for example, NARA will be able to measure losses due to ink-flaking and fading.

The CCD camera sees 1024 different spots per 1 inch times 1024 lines (that is, 1024 x 1024 picture elements or pixels per square inch). The associated electronics convert each analog pixel energy sensed by the CCD into a digital signal represented by one out of a thousand possible gray tones. The image processor is able to process the one million-plus bytes of image data simultaneously in real time to produce a clear, high resolution image that can be compared pixel by pixel with another image previously taken to determine the amount of reflectivity change brought about by any possible shift in gray tone.

In July 1987, NARA sponsored a one-day meeting of conservation scientists at the National Archives on additional possible uses of the CMS. The conference was chaired by Norbert Baer, Professor of Conservation at the Conservation Center of the Institute of Fine Arts at New York University, who noted, "The rate of change of many kinds of materials can be determined by this new machine. It has the potential of being an extremely valuable research tool for the study of the aging characteristics of documents, paintings, fabrics, and metals which are exposed to a variety of accelerated and natural aging conditions."

NARA plans to use the $3 million machine for several purposes in addition to monitoring the physical well being of the Charters of Freedom. Image degradation research has been proposed by Professor Baer and other conservation scientists, and the system can be used for long term monitoring of the condition of selected archival records to determine the patterns of change under various conditions of exhibition and storage.

[*Alan Calmes*]



Alan Calmes, preservation officer at NARA, using a standard reflectance target to calibrate the electronic camera.

Archivists Train for Preservation Management

Fifteen archivists and librarians with archival responsibilities gathered in Boston recently to receive training in archival preservation. The Preservation Management Institute (PMI) held June 5–19, at Simmons College was jointly sponsored by the Society of American Archivists (SAA) and the Northeast Document Conservation Center (NEDCC) with tuition subsidized by a grant from the National Endowment for the Humanities.

The Institute was a pilot project to train experienced administrators to plan, organize, implement, and support comprehensive preservation programs in archival and historical records repositories. Approximately 100 repositories throughout the country were invited to apply to send a staff member to the Institute, but only fifteen institutions were selected on a competitive basis to participate.

PMI participants represented a variety of archival institutions including several state archives, historical societies, university archives, and a corporate archives as well as representatives from the National Archives of Canada and the National Park Service. They brought with them many years of varied training and experience in the fields of history, archival administration, library science, and conservation.

Core instructors Jan Merrill-Oldham (University of Connecticut Library), Mary Lynn Ritzenthaler (National Archives), Judith Fortson-Jones (Hoover Institution, Stanford University), and Duane Webster (Association of Research Libraries) were joined by numerous guest speakers including Paul Banks (Columbia University), Veronica Cunningham (NEDCC), and many others. Andrew Raymond, formerly of NEDCC and SAA, served as project director and institute coordinator.

Institute planners put together an ambitious program encompassing everything from preservation basics to complex administrative issues. A variety of tools and techniques were used to convey course information, including formal lectures, demonstrations, informal group discussions, structured exercises, audio-visual presentations, and site visits to area historical records repositories.

Participants received a thorough grounding in the nature of many diverse types of archival materials, their characteristics, identification, causes of deterioration, proper storage and handling. While for some this portion served as a review, others found it was a new opportunity to focus on the physical rather than informational aspects of materials.

Paul Banks opened his lecture on environmental controls and effective building design with the following axioms: all collections are deteriorating; all preservation/conservation is expensive; all forms of conversion (reformatting) are expensive; and one can never regain artifactual damage. Therefore, he reasoned, preventive treatment is the most cost-effective and environmental controls are the most effective preventive options available. Subsequent discussions about the difficulty of convincing resource providers to fund expensive environmental control systems focused on the lack of nationally recognized standards for environmental storage conditions.

Conservation treatments, ethics, and guidelines for contracting for conservation and consultant services were reviewed by Mary Lynn Ritzenthaler who, with Jan Merrill-Oldham, also covered some of the key elements of preservation planning: organizational placement, needs assessment, setting priorities, staff and user education, and resources.

Management issues such as problem solving, decision making, leadership styles, and managing change were covered by ARL's Duane Webster. Participants learned the importance of encouraging staff involvement in the planning and decision-making processes, and then drew up a list of priority

challenges facing the future development of preservation management in archives. At the top of the list was scarcity of economic resources followed by the lack of scientific data. Sessions on disaster preparedness and response, reprography, commercial library binding, and funding sources were also included.

Towards the close of the Institute, Jan Merrill-Oldham addressed an issue which had surfaced repeatedly during other sessions—the need for preservation research. Program priorities, she stressed, should include an examination of the nature of archival materials, the efficacy of current practices as well as the development of new techniques, and the establishment of standards for everything from archival storage materials to optimum environments for the long-term preservation of all types of archival materials.

PMI represents the first attempt to provide intensive training in preservation administration expressly designed for archivists. Although SAA through its Basic Archival Conservation Program has conducted numerous short workshops which introduced archivists to basic preservation principles and treatments, nothing on the scale of the Institute had ever been undertaken.

The need for such a training program was established in a study conducted for the National Association of Government Archives and Records Administrators by Howard Lowell (*NPN*, January 1986) and affirmed by state archives assessment reports funded by the National Historical Publications and Records Commission. The Lowell report, *Preservation Needs in State Archives*, asserts that "if archives are to solve the preservation problem, we must establish programs to educate archivists as preservation administrators. . . ." The report also calls for the establishment of an archives preservation institute similar to PMI which would train a total of 60 archivists over a three-year period.

During the final hours of PMI, participants were asked to assess the Institute's impact on their institutions. While most gained some knowledge which could be applied immediately, participants felt that it would be some time—perhaps several years—before the full benefits could be realized.

Most would agree also that PMI met the goals which institutes generally have in common: to foster networks, to provide time for reflection and opportunities for new insights, and foremost, to present a body of knowledge which will enable us to function more effectively in our institutions.

During a recent reunion of PMI veterans at the 1987 SAA Annual Meeting in New York, the Institute was described by some as a "conversion" experience and as a "baptism" by others. The analogies certainly apply inasmuch as PMI represented an initiation, a new beginning for individual participants. One of the stated goals of PMI was "to expand the number of preservation advocates at the regional and national level" and it has succeeded in adding fifteen "converts" to the group. But does the impact of the Institute go beyond these fifteen individuals and their institutions?

There is a definite trend in the archival profession towards increased awareness of preservation issues. The "coming of age" in archival preservation parallels efforts in libraries to address the immense preservation needs of library collections. Indicative of this trend, Christine Ward, past chair of SAA's Conservation Section, noted recently that there seem to be more archival preservation specialists these days and more large institutions (where the potential for specialization exists) participating in the section. Priorities of the section include establishing a national research agenda, incorporating archival preservation terms into the MARC format, and exploring possible joint projects with ALA's Preservation of Library Materials Section. Educational efforts like PMI are a result of this new emphasis and act as a catalyst for further development in the field of archival preservation.

On a regional level, the Society of

American Archivists has found that demand for its basic, hands-on conservation workshops is still high, but the organization is uncertain how effective these educational programs really are. Beginning in January 1988, SAA will conduct an NEH-funded evaluation of its program, including the basic conservation workshops, the preservation consultancy program, and the Preservation Management Institute. The Society will examine the relationship of these activities to the preservation needs of the archival profession as a whole and determine what impact its programs have had on past participants. The evaluation will no doubt result in recommendations for changes and perhaps the introduction of new program directions.

Pending the outcome of the evaluation study, the earliest another institute might be held would be in 1989. Nevertheless, the consensus among participants is that PMI will have minimal impact on the archival community if it is not continued in some form. PMI participants plan to meet again at SAA's 1988 annual meeting in Atlanta to further examine the progress participant institutions have made toward meeting the preservation challenge.

[*Genevieve Troka*]

Deacidification Discussed in the Midwest

On June 30, thirty individuals met at Northwestern University Library to discuss the DEZ (diethyl zinc) process for mass deacidification of books. Peter Sparks, Director for Preservation at the Library of Congress, and Richard F. Miller, Vice President of Texas Alkyls, were invited speakers. Other participants included librarians and archivists from the Chicago area, downstate Illinois, and Wisconsin. A wide spectrum of academic, special, private, and state-agency libraries were represented. Executive officers from the General, Heckman, and Hertzberg library binderies also attended.

The meeting was called in response to the recognized need for regional access to mass deacidification services. The Big Ten university libraries, along with the University of Chicago Library, have been investigating mass deacidification over the last year under the leadership of John P. McGowan, University Librarian at Northwestern. John Daly, Director of the Illinois State Archives, acting with Bridget Lamont, Director of the Illinois State Library, has been working since 1984 to provide mass deacidification for their collections and other repositories in Illinois. Several libraries in the Chicago area have developed or are developing strong preservation programs and required more information about DEZ. In his remarks, Dr. Sparks described ten years of sustained and carefully conducted research that underlies the DEZ project and discussed the Library's assessment of the advantages and disadvantages of the DEZ process for its collections. Dr. Sparks also described the independent assessment of the DEZ process being conducted for Congress by the Office of Technology Assessment. The study should be completed by the end of 1987.

Richard Miller of Texas Alkyls described his firm's strong interest in developing new uses for diethyl zinc, which has been used in manufacturing plastics for thirty years. Texas Alkyls and its parent company Stauffer Chemical are under contract with the Library of Congress to design and build a pilot DEZ plant that will be used to test parameters for safe and economical operation. Mr. Miller commented that "Texas Alkyls is particularly interested in exploring licensing arrangements for making the DEZ process available to other libraries. We have a good deal of engineering work and cost analysis still to do, but we believe libraries can expect mass deacidification to cost $5 or less per volume." He added that "Texas Alkyls will be flexible and innovative in helping libraries meet their needs

for mass deacidification. We're ready to think of a wide range of possibilities, from owning and operating regional plants ourselves to building turnkey facilities and bringing them into production." Mr. Miller added that the most important thing for Texas Alkyls at present is "just to talk with librarians" who may be interested in mass deacidification and to explore with them ways of meeting their needs.

Questions about operating routines, safety issues, costs, product liability, development timetable, the possibility for cooperative action among libraries, and a number of other topics filled a lively discussion period.

[*Scott Bennett*]

Preservation in the Library of Congress . . .

Motion Picture, Broadcasting, and Recorded Sound Division

The Motion Picture, Broadcasting, and Recorded Sound Division (M/B/RS) of the Library of Congress is responsible for the acquisition, processing, cataloging, preservation, and supervised reference use of its diverse collection of sound recordings and moving image media. Since its founding in 1894, the collection has grown to 75,000 films, 50,000 television recordings, and 1.5 million sound recordings.[1] A significant percentage of these recordings are on unstable cellulose nitrate film, or on fragile lacquer discs. In order to preserve the data contained on these items, information must be carefully transferred onto durable safety film or polyester recording tape.

The Division's staff selects material for preservation based on research demand, uniqueness, importance, and physical condition. To reduce deterioration, handling and use of material in the collection are controlled in several ways. *The Rigler-Deutsch Record Index*—a union catalog of commercial 78 rpm era recordings held by five of the major U.S. sound archives, and produced by the Association of Recorded Sound Collections (ARSC)—reduces the need for researchers to handle the actual discs when seeking matrix numbers of other imprinted data, because the index contains a photograph of each record label. Efforts are underway to make this information available to other institutions in USMARC format.

M/B/RS has produced a compressed audio disk, located in the Recorded Sound Reference Center, which provides access to and enhances the preservation of a collection of 610 pre-1910 commercial spoken word recordings and 55 recordings issued by the Nation's Forum

The Compressed Audio Disc provides direct user access to a collection of historic recordings. Bibliographic and sound data is stored on a laser disc allowing repeated playback without wear to the original recordings.

M/B/RS recording technician Larry Applebaum with acetate discs in an advanced stage of deterioration. Surface shrinking and cracking resulting from plasticizer evaporation has made the discs unplayable.

Recording Company between 1918–1920. A microcomputer, using menu-driven software and linked to the laser disk, provides patrons access to the material. Popular genres of the early days of sound recording—such as vaudeville sketches, minstrel routines, and political addresses—are included, thus allowing faster access without causing wear to the recordings themselves. When a title is located in the database, a playback command produces the selection.

Modern laboratory facilities in M/B/RS provide staff with the tools and equipment necessary for cleaning and rerecording audio recordings and for reformatting deteriorated film. For example, as acetate transcription discs deteriorate, internal plasticizers break down and migrate to the surface of the disc. A freon TF vapor degreaser and ultrasonic cleaning tank—one of the few in the world—is used to remove these accumulated degradation products prior to rerecording. After the ultrasonic bath, records are cleaned by hand with freon and a soft cloth to remove remaining groove debris.

Standards for reformatting sound recordings onto magnetic tape do not exist as yet. Phonoarchivists rely on several sources, including chiefly the somewhat dated *Preservation and Storage of Sound Recordings* for preservation information.[2] It suggests rerecording deteriorated sound recordings onto 1.5 mil polyester open reel tape at 7.5 inches per second. M/B/RS, as well as other major sound archives in this country, follow this recommendation. Ideally, open reel master tapes should be checked periodically for signs of deterioration.

Sound recording archivists agree that little if any signal enhancement or processing should be used when rerecording in order to preserve the recording's historical integrity. The Associated Audio Archives (AAA), an ARSC committee, is preparing an extensive report (expected by the end of 1987) which will recommend the development of reformatting standards for sound recordings as a preservation priority.

Nitrate-based film, the industry standard until the early 1950's, is highly

unstable. To allow researchers access and preserve the data, nitrate film is copied onto safety film. Prior to doing so, it must be carefully inspected, cleaned, and repaired. LC established its nitrate film processing laboratory in 1970, and on September 29, 1981, the Library opened its new lab on the grounds of Wright-Patterson Air Force Base in Dayton, Ohio, where the laboratory has maintained its principal nitrate vaults since 1969. Nitrate film requires strict safety and storage conditions. Most nitrate film is stored in Dayton and a smaller amount in the vaults in Suitland, Maryland, where proper environmental conditions are closely monitored. Cold storage, regular safety inspections, preparation and duplication, and some quality inspection of the safety masters takes place at the Ohio lab. Most quality control inspection of safety film occurs in LC. When deteriorated motion picture film (diacetates, triacetate, polyester, or cellulose nitrate) is converted, a black and white or color safety film master print is produced. Masters are placed in cold storage (relative humidity 45–50%, temperature 50–55°F). Use of masters is restricted and a service copy made when needed. Videotape copies of selected high use films are also made so that researchers have more rapid access to material. Patrons may also request duplicates of items not restricted by copyright.

Before a master film is placed into cold storage, it is conditioned using the Film Conditioning Apparatus (FICA) dehumidifier/vacuum packing machine. The machine, designed and patented by the Swedish Film Institute and manufactured by AB Film Tecknik (Sweden), reduces film moisture content prior to storage so that condensation is avoided when the film is "thawed out" for use.

At the request of M/B/RS, Dr. Chandru Shahani of LC's Preservation Research and Testing Laboratory, in consultation with Dr. Leslie Smith, National Bureau of Standards Polymer Division, drew up specifications for a polypropylene box for audio tape reels. This box was designed as a permanent and durable replacement for deteriorated carboard boxes in which the tape reels are originally received. The same resin composition was also employed in the construction of boxes for motion picture film, as they offered several advantages over conventional metal cans, such as lower cost, absence of corrosion, and general convenience in labelling and shelving. The only disadvantage of the polypropylene boxes is their higher flammability, although they do contain a flame retardant. The new design is manufactured by the Plastic Reel Corporation of America.

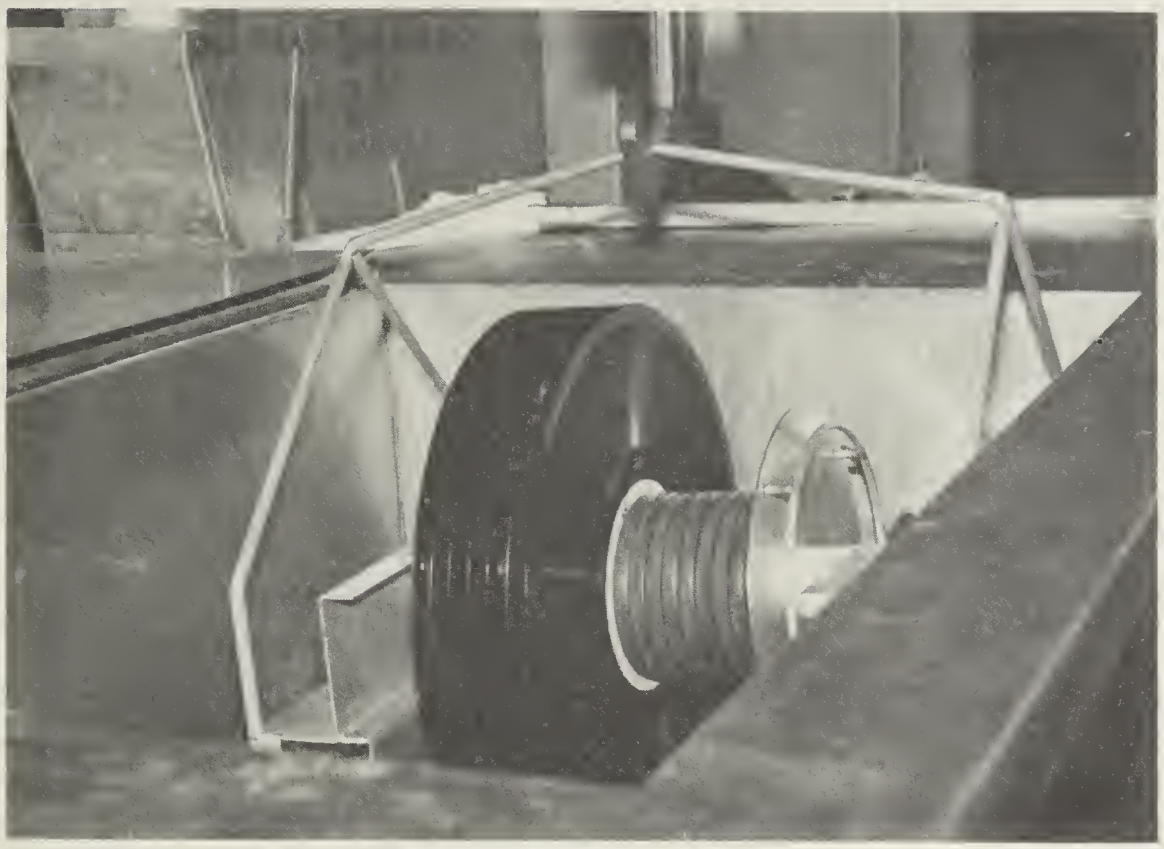
M/B/RS is also engaged in cooperative preservation with other organizations. In 1967, the American Film Institute (AFI) and LC began a cooperative program to acquire and preserve nitrate films made before 1942 and other films previously unavailable to the Library. The National Endowment for the Arts also recently funded an AFI project to support the National Moving Image Database by collecting and inputting titles and profiles of film and television recordings preserved at LC. M/B/RS is an active member of the Library, Film, and Television Archives Advisory Committee—an organization responsible for setting standards, bringing together experts, and coordinating national meetings and conferences.

Future projects include plans to assess the permanence of all video and digital formats, as well as testing to determine color film stability. M/B/RS is committed to preservation programs that will ensure the development and dissemination of specialized information to the archival community.

[*Mark S. Roosa*]

[1] *Formal film and sound recording collecting did not begin until the 1940's even though acquisitions had been received since the 1890's.*

[2] *Pickett and Lemcoe,* Preservation and Storage of Sound Recordings. *Washington, D.C.: Library of Congress, 1959.*



Deteriorated acetate transcription discs are lowered into a Freon TF degreasing bath to remove accumulated surface grime.

Preservation Calendar

December 2–4, 1987

Care of Photographic Collections, Metropolitan Museum of Art, New York City. The workshop will cover identification of photographic processes, chemical and physical deterioration, preservation of prints and negatives, copying methods, storage, cataloging, and access versus preservation. Contact Gail Cushman, Office of Academic Programs, The Metropolitan Museum of Art, Fifth Avenue at 82nd Street, New York, NY 10028. (212) 879-5500.

May 10–12, 1988

Conservation in Archives: Current Dimensions and Future Developments, National Archives of Canada, Ottawa. Cosponsored by the National Archives of Canada and the International Council on Archives and intended primarily for conservation managers involved in planning and implementing conservation programs. Session themes will include parchment, papers, photographic records, standards, magnetic media, future automated technologies, and management. Contact International Conservation Symposium, P.O. Box 3162, Station D, Ottawa, Ontario, Canada, K1P 6H7. (613) 996-7277.

April 21–23

Preservation Microfilming Institute, Yale University, New Haven, Connecticut. Sponsored by the American Library Association, Reproduction of Library Materials Section. This institute on the planning and implementation of preservation microfilming programs follows the institute held March 6–7, 1986, on administrative issues (*NPN,* April 1986). The institute will cover the daily management of microfilming operations and will include tours, small group sessions, and ample time for questions and discussion. Contact Ann Menendez, Resources and Technical Services Divsion, American Library Association, 50 E. Huron St., Chicago, IL 60611. (312) 944-6780.

"Mass Deacidification for Libraries," by George Martin Cunha. *Library Technology Reports*, 23, 3 (May/June 1987): 360–472.

Mr. Cunha and *LTP's* editor at the American Library Association, Howard White, have provided the library and archives community with an up-to-date assessment of mass deacidification systems, a technology designed to prevent paper embrittlement in library collections by neutralizing the acids present in paper and depositing an alkaline reserve to guard against future acid attack. Captain Cunha's report begins with a discussion of the need for mass deacidification, reviews the development of deacidification technology, and provides an in-depth assessment of the DEZ (diethyl zinc) and Wei T'o (methoxy magnesium methyl carbonate) systems in use by the Library of Congress and the Public Archives of Canada, respectively. For each system the report describes the chemistry, engineering, costs, safety, effect on the environment, effect on books and paper, and impact on library operations. A summary provides a capsulized comparison of the two systems and evaluates each system against the criteria for a useful mass deacidification system articulated by researchers in the early 1970's, and by the Library during its development of the DEZ process. These criteria include such categories as: "The treatment should be fast working and penetrate masses of books in a reasonable time;" and (from LC) "There should be no requirement for preselecting or sorting books before treatment." Because of the many aspects of mass deacidification technology still under development, Captain Cunha concludes that while both systems work well, more data is needed—particularly in the area of engineering requirements and costs—to guide libraries in their choice of a system. Appendices to the report include papers describing the spray deacidification system being used at Princeton University Library and the deacidification and paper strengthening process developed by the Austrian National Library for newspapers, estimated annual costs for a Wei T'o mass deacidification system, and LC's comments on the *LTP* report. This report is an important working document for libraries and library consortia which recognize that access to mass deacidification services is highly desirable and a cost-effective preservation option for large numbers of items.

***Standing the Test of Time: Quality Assurance for State and Local Government Records Microfilming*, by Linda James, edited by Sue E. Holbert. St. Paul, Minnesota: Minnesota Historical Society, 1986.**

This report summarizes a study conducted of the microfilming practices of state archives and state records management agencies. In addition to survey data and recommendations, the report includes microfiche copies of the printed material pertinent to micrographics quality control submitted by responding states. While it was originally designed to identify a model program for emulation by other states, the study instead shows that "states are failing to assure the adequacy of microfilm that is destined to serve as the security or replacement copy of valuable state and local records . . . (and) . . . the implications of the findings are enormous." This report will serve to inform national organizations as well as state and local governments about the need to overhaul microfilming programs. The study concludes that "although the

majority of states have recognized the need for standards for microfilming government records, and many have incorporated these standards into legislation, the effectiveness of their efforts is limited by lack of clarity, by a general ignorance of those standards by the people who authorize or do the microfilming, by uneven administrative control (such as administrators not knowing which records are being microfilmed in their states), and by lack of compliance enforcement. . . . Because of these problems, many state archivists and records managers express dissatisfaction with their programs for assuring preservation of permanently valuable information by microreproduction." The report recommends several key actions that agencies can take and has strong implications for the preservation agenda being developed by the National Association of Government Archives and Records Administrators. Copies of the report are available from the Association for Information and Image Management, 1100 Wayne Ave., Suite 1100, Silver Spring, MD 20910.

News and Notes from NPPO

International Newsletter Launched

In September, the International Federation of Library Associations and Institutions (IFLA) Core Programme on Preservation and Conservation (PAC) distributed the premiere issue of *International Preservation News*. The newsletter will be distributed without charge through the IFLA/PAC International Focal Point at the Library of Congress and the IFLA/PAC Regional Centers in France, the German Democratic Republic, and Venezuela. *IPN* will be published occasionally and will report on the preservation activities of IFLA and highlight international activities and events that support efforts to preserve materials in the world's libraries and archives. The first issue describes PAC, its goals and objectives, and features articles on two of the Regional Centers. IFLA/PAC is hosted by the Library of Congress and directed by Merrily A. Smith.

DEZ Update

Mechanical construction is complete for the Library's pilot mass deacidification plant in Houston, Texas. A number of design and engineering improvements have been made in the new pilot facility by a team of engineers employed by Texas Alkyls and S&B Engineering. It is expected that start-up activities will proceed for one-two months, after which engineering experiments will begin. Information from experiments conducted through March 1988 will be used to collect data for use in the design of the Library's large-scale facility to be built at Fort Detrick in Frederick, Maryland.

In addition to the pilot plant, the Library is actively engaged in a number of other projects in anticipation of implementing the DEZ treatment of the collections. Scientists in the Preservation Research and Testing Office are developing analytical testing procedures that can be applied to each deacidification run to ensure adherence to quality control criteria. A study of the loading docks for the Jefferson and Madison Buildings has been completed to outline modifications needed to install automatic lifts to handle the book transport carts. Planning is also proceeding for prospective preservation activities, such as relabeling, rebinding, and preservation microfilming, that will take place prior to treatment of an entire class of books. The Library anticipates

Library of Congress pilot mass deacidification plant in Houston, Texas.

that Class E, United States History, will be the first class to receive treatment. Class E contains approximately 200,000 volumes.

A detailed model of the completed DEZ pilot plant was presented to the Library on August 28 by representatives of S&B Engineering and is available for viewing.

The management of the Library's Mass Deacidification Program was centralized in June 1987, to allow selected staff to devote a greater percentage of time to it. Peter G. Sparks, Director for Preservation, is devoting his full attention to the program and reporting to a DEZ Management Group consisting of The Deputy Librarian, The Associate Librarian, the Assistant Librarian for Research Services, and the Director of the Library Environment Resources Office. Fifteen LC staff members have been designated managers on various aspects of the DEZ program. Carolyn H. Sung, Executive Officer for Research Services, has been detailed to the position of Acting Director for Preservation and National Preservation Program Officer.

On October 16, 1987, the Depository Library Council unanimously passed the following recommendation:

The Depository Library Council recommends that the Public Printer convey to the Joint Committee on Printing, Council's concern for the archival value of government publications. Once a specification for paper permanence is formally adopted by the Joint Committee on Printing, the Depository Library Council recommends that the Public Printer notify government publishers of the availability of permanent paper and the benefits of using it. The Depository Library Council recommends that the Government Printing Office encourage the use of permanent paper for publications with enduring research value.

The testimony and committee discussion from the March 3 hearing held by the House Subcommittee on Postsecondary Education on the topic of "brittle books" has been published. *Oversight Hearing on the Problem of Brittle Books in Our Nation's Libraries,* S/N 552–070–02182–5, $4.25. Request from the Superintendent of Documents, Dept. 39–LC, Government Printing Office, Washington, D.C. 20402.

Newspaper Preservation and IFLA

The International Symposium on Newspaper Preservation and Access, sponsored by the Working Group on Newspapers, IFLA Section on Serial Publications, was held in London, England, from August 12–15, 1987. The IFLA Working Group considers all matters relating to newspapers; it is currently drafting guidelines for cataloging in addition to surveying preservation policies for newspaper collections worldwide. The goal of the Symposium was to gather together for the first time all those concerned with the task of maintaining and preserving newspaper collections. While no one agreed upon the best methods for preservation, a wide variety of solutions to the mutually shared problem of newspaper preservation and access were discussed.

Participants were welcomed on August 12th with a reception and dinner where Robert Harriman (Library of Congress), Chair of the Working Group, set forth the mission of the symposium. The program began the following morning with a keynote address given by Sir Denis Hamilton, former Editor-in-Chief of *The Times*, London. Sir Denis reflected on the mission of *The Times* as a journal of record. He observed that historians turn to newspapers to see how events appeared to people at the time. He noted the need for preservation of newspapers by microfilming and through cooperative efforts that would curtail duplication of effort.

Professors Michael Harris (University of London) and Jeremy Black (University of Durham) spoke on the history and bibliography of the press from its beginnings as an institution in the 17th century through the changes of the 18th and 19th centuries. Harris lamented the lack of bibliographic control over newspapers and the difficulties in locating information. Black observed that commercial publishers microfilm the more popular newspapers, but that it is essential to preserve the more ephemeral "free sheets."

In the session on "Uses of the Press: Current and Research Use of Retrospective Holdings," Dennis Griffiths, former director of Development for Express Newspapers (London) and chair of the session, traced the history of a family established newspaper, and decried the loss of press librarians in recent years. Dr. Roy Porter, a Fellow of the Wellcome Institute for the History of Medicine (London), discussed how social historians might use newspapers, the television of the 18th century, to find out more about who read them. Helmuth Bergmann (University of Vienna) also discussed the readership and circulation of newspapers. The West German practice of interlibrary lending of original newspapers was brought up by Dr. Willi Höfig, newspaper librarian at the Preussischer Kulturbesitz, to the concern of many of those gathered.

Moving on to the more practical matters of management and preservation, Madame Else Delaunay (Bibliothèque Nationale) described the library's system of original newspaper storage and actions taken to preserve deteriorating papers. The library attempts to preserve newspapers in their original format in addition to a fairly comprehensive microfilming program. Mme. Delaunay's presentation raised a number of questions that continued to be discussed throughout the remainder of the symposium.

Johann Mannerheim (Kungliga Biblioteket, Stockholm) began the second day with a discussion of preservation microfilming. He acknowledged the conflict between use and preservation which is most acute for brittle newspapers. Mannerheim discussed the complexities of establishing a microfilming program and the issue of microforms versus originals. The rest of the day was devoted to a series of workshops on microfilming and conservaton technology including discussions of such topics as national policies for newspaper preservation and priorities.

The final day of the symposium began with a description of newspaper preserva-

tion in several countries. Ian Gibb, former director of Public Services at the British Library, observed in summary that each country's program included investigation and planning, bibliographic control, and preservation. While IFLA has established standards for the preservation and access of newspapers, it does not suggest a methodology for a country.

In the afternoon session, Mary Jane Starr (National Library of Canada) discussed the elements of worldwide cooperation, including adherence to standards and norms, bibliographic control, coordination of efforts, and cooperation in the selection of titles for filming on an established priority basis. Hans Bohrmann (Institut für Zeitungsforschung) stressed the need for cooperation between libraries and archives within a country to identify holdings and see to their preservation and accessibility. S.C. Biswas, director of India's Central Secretariat Library, addressed the needs of Third World countries. Mr. Biswas urged that each country "get its house in order" and assume some responsibility for the identification and preservation of its newspapers and then move toward cooperative efforts through IFLA and other international organizations.

The topic of international exchange of information on newspapers was addressed by Hana Komorous (University of Victoria Library, British Columbia), a member of the IFLA Working Group. Ms. Komorous stated that an exchange of information would lessen duplication of effort and lead to the development of a methodology for bibliographic control, filming and preservation of newspapers. The IFLA draft policy on the retention of originals will be discussed further as countries formulate policy.

The Symposium addressed a critical preservation and access issue on an international scale in a spirit of cooperation and sharing. Newspapers are a primary resource material that help us know about ourselves and our society, but because of their fragile, impermanent nature, they have been a sadly neglected resource until recently. Their importance to scholarship was stressed throughout the conference, as was the need for libraries to assure that they are preserved and made available.

[*Excerpted by Robin Wolff from a report by Susan Swartzberg*]

Preservation in Perspective . . .

by Fay Knicely, Acworth, New Hampshire

Dear Editor:

I am currently a trustee of our local library and have been very involved with collecting, organizing, storing, and promoting preservation of Acworth historical materials. I was a town clerk for two years and have served in various other local government positions as well. I have also been in the antique clothing business for twenty years and have been a free-lance writer for ten years. All of which has provided a personal knowledge of the many problems that exist, and I concur with everything the professionals are saying.

My own experience, however, leads me to believe that most programs and agencies have focused primarily on large institutions and individual officials responsible for maintaining collections. I fully recognize that this is a formidable enough task in itself, but I also know there is an equally great need to reach the general public, if we are going to preserve a balanced record of America.

A majority of the items I have collected either for resale or for library historical collections have come from private homes. This includes many "official" records as well as private papers, photographs, clothing, and all manner of artifacts.

I have found that most people have no concern about preservation, because they don't see any way that it matters to them personally. Secondly, I have met a number of people who are interested in preservation of particular items for short periods of time, but feel no concern for

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the next hundred years. Perhaps the most frustrating are those who are concerned but do the wrong things.

Since much of the nation's history remains in the custody of private individuals, volunteers, or near-volunteer elected officials of small towns, I feel compelled to urge that those dedicated to preservation attempt to reach the general public and the very small institutions in a realistic manner.

This must include writing or talking about "bread bags, drycleaning bags, newspaper wrapping, unfinished wooden trucks, hot air registers, attics, cellars, leaky roofs, sweating pipes, wire coat-hangers, folding, tying, taping, gluing, scrapbooks, photograph albums," and a whole bunch of ordinary items found in ordinary stores and homes, rather than "archival-quality storage supplies, temperature control, humidity levels, polyvinyl chlorides," and all the other terms that produce instant drowsiness in the ordinary citizen. And it means addressing these issues in *Woman's Day* and *Reader's Digest* instead of just scholarly professional journals. It also means accepting the reality that many individuals and even many governments or institutions still won't have a strong enough interest to pursue conservation in any great depth, no matter how many seminars, films, books, or even dollars are made available to them, but if you can get their attention for a few minutes, many will be willing to store items in the metal file cabinet rather than the wooden drawer or simply leave them unwrapped rather than fold, spindle, or otherwise carefully mutilate. **It's important to also remember that interest is likely to decrease if everything interesting is so carefully preserved that nobody ever sees it.**

Our own library is an example. We have gathered a number of historical photographs from individuals concerned that they be preserved and that they be shared with others. We have placed them in acid-free folders, with a sheet of acid-free paper between, and stored them in our metal filing cabinet. All this requires is that the librarian be sure that they are always upright. Before filing, however, we photocopied each on acid-free paper and placed the copies in an ordinary three-ring binder that is accessible to any library patron including children. We've found this to be an affordable and manageable solution for us and one that has inspired greater interest in local history.

Before the purists begin to pick and sneer at this, let me point out that our local historical society has *no* source of income and is run largely by volunteers, who are mostly over 80 years old. Our library has a total operating budget of $7,000 a year, which is a major increase from a few years ago. Our librarian administrator receives $50 a month, which is also a major salary increase this year. Trustees, by law, are forbidden to receive any pay at all. The library is open nine hours per week, the building needs extensive repairs, and we don't even have running water or a toilet. Since I have been a trustee, we have had to put up a dedicated battle each year to get this far. **If we waited until we could attain perfection, the photographs would still be fading, curling, molding, or otherwise deteriorating unseen and unrecognized as a valuable local resource.**

Nearly all of the institutions and individuals I have met have similar or equal concerns. Getting their attention is the first hurdle; getting them to care is second, but unless someone can offer some reasonable solutions that meet their needs without a great deal of effort, very little can be accomplished. So far I have found very little advice that meets this criteria.

I hope that you, as a national voice for preservation, can pass these concerns along to those who are making the decisions.

. . . ***Preservation in Perspective*** provides an opportunity for library and archives professionals to speak their mind on current preservation issues. Contributions are encouraged and topics may be discussed in advance with the editor.

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